



**Corvallis**  
SCHOOL DISTRICT

# NOTICE

**NOTICE IS HEREBY GIVEN** of a meeting of the Corvallis School District Board of Directors.

<b>Date &amp; Time</b>	<b>Meeting Type</b>	<b>Location</b>	<b>Agenda</b>
Thursday, October 10, 2019 6:30 PM	Regular	District Office Board Room, 1555 SW 35th Street, Corvallis, OR 97333	See attached.

**Accessibility:** *To request accommodations for board meetings, please contact Kim Nelson at 541-757-5841 or [kim.nelson@corvallis.k12.or.us](mailto:kim.nelson@corvallis.k12.or.us) at least 48 hours before the meeting.*

**If you would like to watch live-streaming of the School Board meeting, please navigate to the District's YouTube channel: <https://www.youtube.com/channel/UC9Jtpte5dmilZl9kySBjVQ?> A recording of the meeting will also be posted to that channel.**

**POSTED:** Corvallis School District Administration Building  
Hans Boyle, Education Editor, Gazette Times (Via Email)

**For more information, please contact Kim Nelson at 541-757-5841 or at [kimberly.nelson@corvallis.k12.or.us](mailto:kimberly.nelson@corvallis.k12.or.us)**



# Corvallis

SCHOOL DISTRICT

Thursday, October 10, 2019  
6:30 PM

**AGENDA**  
Business Meeting of the  
**BOARD OF DIRECTORS**  
Corvallis School District 509J

Meeting Details: Thursday, October 10, 2019, 6:30 PM in the District Office Board Room, 1555 SW 35th Street, Corvallis, OR 97333.

*If you would like to watch live-streaming of the School Board meeting, please navigate to the District's YouTube channel: <https://www.youtube.com/channel/UC9Jtpte5dmilZI9kySBjVQ?> A recording of the meeting will also be posted to that channel.*

- I. CALL TO ORDER AND ROLL CALL (6:30 p.m.)\*
- II. PLEDGE OF ALLEGIANCE
- III. BOARD MEMBER REPORTS
- IV. INTRODUCE 2019-20 STUDENT REPRESENTATIVES
- V. SUPERINTENDENT'S REPORT



## **Superintendent's Update**

Shared with the Corvallis School Board during the October 10, 2019 meeting.

### **Upcoming Events and Important Dates**

- **October 17, Bond Expo, 6:30 pm at Linus Pauling Middle School**
- **October 22, Bond Oversight Committee, 5:30 pm at District Office (Wenaha Trailer)**

### **Welcome Student Representatives**

Tonight we welcome our high school student representatives who will join us this school year. Welcome to Somer Sanchez and Taylor Palmer from College Hill and Cella Allen and Indigo Luna from CHS. We also welcome Trevor Adams from CV who is standing in for Trevor Thibert who was not able to join us tonight. Cella and Indigo both had conflicting activities tonight so their substitutes for this evening are Robert Ramirez (CHS senior class co-president) and Suraj Kulkarni (junior class co-president.)

I want to thank our student representatives for their willingness to interact and participate in our school board meetings. These students lead busy lives, between the rigor of high school academics, extracurricular activities, family and friends, they are keeping a number of plates spinning. As you know, I believe listening to our student's voices is vital at all levels of our organization and our student representatives will play an important role in our school board.

### **Crescent Valley Athletic Field**

As you know, the synthetic turf has been completed at Crescent Valley and the remaining work is track resurfacing. I'm happy to share that the final surfacing has been completed and with continued dry weather, the striping will be completed soon. We will be able to host the fall season's final varsity home games on the new field for girls soccer, boys soccer, and football this month.

### **Association of Two Way Dual & Language Education (ATDLE)**

Last week I was honored to attend the ATDLE Conference with the Linus Pauling Dual Language Staff in Reno, Nevada. The team presented on their journey to implement a dual language program at the middle school level. As one of a small number of districts that has a K-12 dual-language program, there was a high level of interest and questions about how Linus Pauling and our district has moved dual-language forward. I am extremely proud of these staff.

### **Teaching and Learning Department Continuous Improvement Plan**

Administrators from the Teaching and Learning Department are continuing to lay the foundation for the School Improvement Plan report which will be presented later this fall.

### **Students Advocating for Equity (SAFE)**

Facilitated by Marcianne Rivera Koetje, SAFE has expanded to include Cheldelin Middle School. Students from our high schools and Cheldelin Middle School will be coming together for their first

meeting on October 16. This group will be discussing student restroom design and providing input to our bond management team.

### **Focus on Equity and Inclusion Training**

Our equity work began in 2013 with training for leadership staff and we have continued to provide Beyond Diversity training to staff each year. Later this month, we will be providing Beyond Diversity training for district staff and community partners including staff from Lebanon, Albany, and Philomath. This is an opportunity for us to support equity work across our region.

The District Equity Leadership Team Advisory (DELTA) will meet later this month and members of the Design Advisory Committees will share their experience as participants in the design process.

We are beginning in-depth professional development later this month for staff to support our LGBTQ+ students and specifically to support transgender and gender-nonconforming students as we continue to implement board policy JBC.

### **Middle School Cross Country**

The 11th Annual NW Middle School Cross Country Showdown took place at Avery Park this afternoon with hundreds of middle school athletes competing including a team of 85 from Linus Pauling and 60 from Cheldelin. The event is hosted by the Linus Pauling Middle School Cross Country program. The course winds through the fields and trails of the park giving spectators multiple views of the race as it unfolds. Special thanks to the middle school cross country coaches and especially Gerhard Behrens for his leadership and advocacy for this event.



# Corvallis

SCHOOL DISTRICT

VI. PUBLIC/STAFF COMMENT (7:10 p.m.)\*

***NOTE: To indicate your desire to comment, please arrive several minutes before the start of the meeting, complete a request card; then, turn it in to the Board Secretary before the meeting begins. See attached guidelines for providing input to the School Board.***



# Corvallis

## SCHOOL DISTRICT

### Providing Input to the School Board

(Revised 8-08-19)

The Corvallis School Board values the opinions and input of students, staff, parents, and the community. Comments may be provided during certain meetings and/or via written correspondence, as outlined below.

#### I. Public Comment at School Board Meetings

This option is available when *Public Comment* is an item on the agenda. To offer comments:

- A. Complete a “Comment Request” card, which can be found on a table near the entrance to the meeting room, and give it to the Board Secretary at the head table **before** the meeting begins.
- B. Keep your comments within the specified time allotted, usually three minutes, to allow time for others to comment.
- C. Direct your comments to the School Board. The Board Chair will refer questions or requests for action to staff for response at a later date.
- D. If you read from a prepared statement, you may choose to leave your written comments with the Board Secretary to post online with the informational packet of the meeting and/or to file with the official minutes of the meeting.
- E. Handouts are not required but should you wish to provide them, please bring 13 copies and give them to the Board Secretary to distribute.
- F. When you testify, your name, address and comments are matters of public record; however, students and staff do not need to provide their addresses.

#### II. Written Correspondence

Letters, emails and other written materials submitted to the School Board are considered public record. They may be submitted via U.S. mail to: Corvallis School Board, 1555 SW 35<sup>th</sup> Street, Corvallis, OR 97333. Emails may be sent to: [schoolboard@corvallis.k12.or.us](mailto:schoolboard@corvallis.k12.or.us), and will reach all Board members as a group.

Others who also will receive emails sent to this address are: Superintendent, Assistant Superintendent, Human Resources Director, Finance and Operations Director, and Executive Assistant to the Superintendent and Board of Directors (also known as the Board Secretary).

#### III. Telephone Communication

Vincent Adams	541-240-4055	Sarah Finger McDonald	541-908-3756
Sami Al-AbdRabbuh	541-283-6611	Brandy Fortson	541-714-3317
Tina Baker	541-223-1997	Terese Jones	541-230-1673
Jay Conroy	541-912-4380		



**Corvallis**  
SCHOOL DISTRICT

VII. BOND PROGRAM UPDATE (7:30 p.m.)\*



## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019**



### **GENERAL PROGRAM UPDATE**

There continues to be a high level of activity on the bond program as the team works to close out the summer construction activities and continue the design and outreach processes on numerous projects. In addition, new projects are launching with the related planning for design and outreach.

The design teams have completed the design development phase and are beginning the final construction documents for Garfield, Lincoln, Hoover, Crescent Valley and Cheldelin in anticipation of submitting for permits this winter with bidding activities this winter and spring. Project estimates have been updated and the teams are working hard to ensure the projects remain on budget.

The land use approval process is underway for the upcoming projects. Well attended neighborhood meetings have been held for Garfield, Lincoln and Hoover. Planning Commission meetings are yet to be scheduled but will likely occur in late November or early December.

Design Advisory Committees (DAC) for the projects under design continue to meet and the team has begun the DAC planning for the Jefferson, Adams and Wilson which will begin design work in November.

A community outreach Bond Expo night will be held at Linus Pauling on October 17<sup>th</sup>. This event will allow folks to get an update on the status of all the bond projects. The bond team also participated in the recent Curriculum Nights at Lincoln and Hoover sharing the current designs with parents, staff and student. We'll also be making the rounds to the schools to share our progress during regular staff meetings and during lunch time.

Planning is underway for another round of student internships and student engagement opportunities.

The Construction Manager/General Contractor (CMGC) selection process for Lincoln and Hoover will launch with the issuance of the Request for Proposal (RFP) on September 30<sup>th</sup>.

### **CONTACT INFORMATION**

For questions, comments or additional information, please contact:

Dave Fishel  
Project Principal  
Wenaha Group  
[davef@wenahagroup.com](mailto:davef@wenahagroup.com)



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**PROJECT PHOTO GALLERY**





**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**

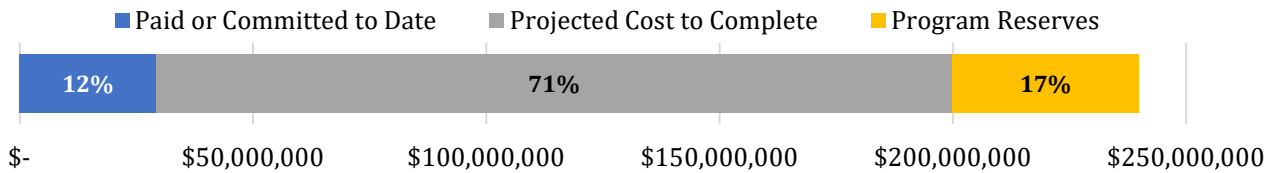


**FINANCIAL SUMMARY AS OF AUGUST 31, 2019**

Voter Approved Issuance Authority	\$ 199,916,925	Paid to Date	\$ 7,086,143
Bond Sale Premium	28,699,499	Committed to Date	22,130,547
Bond Interest Earnings	3,171,713	Projected Cost to Complete	186,801,664
OSCIM Grant <sup>1</sup>	6,234,147	<b>Total Projected Cost</b>	<b>216,018,354</b>
Other Funding <sup>2</sup>	1,813,616	Program Reserves	23,817,546
<b>Total Resources</b>	<b>\$ 239,835,900</b>	<b>Total Requirements</b>	<b>\$ 239,835,900</b>

<sup>1</sup> **Oregon School Capital Improvement Matching (OSCIM) Grant.** The district qualified to receive a matching grant through this state program. These funds are restricted to the Lincoln Elementary project.

<sup>2</sup> **Other Funding.** Additional grants and reimbursements are available from several sources including energy conservation reimbursements from the SB 1149 program and from the Energy Trust of Oregon, and seismic rehabilitation grants. These funds are restricted to specific projects.



**BUDGET SUMMARY AS OF AUGUST 31, 2019**



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



	Original Estimate	Current Budget	OSCIM Grant or Other Funding	Projected Total Cost	Budget Variance	Paid or Committed
Adams	\$ 12,165,241	\$ 11,594,457	\$ -	\$ 11,594,457	\$ -	\$ 1,790,250
Garfield	21,435,804	20,431,066	4,484,416	24,915,482	-	1,986,664
Hoover	37,084,000	35,345,308	2,961,297	38,306,605	-	4,325,682
Jefferson	12,928,559	12,322,158	-	12,322,158	-	2,216,783
Lincoln	36,917,098	35,185,922	2,900,823	38,086,745	-	2,413,040
Mt View	9,341,711	8,904,029	-	8,904,029	-	736,101
Wilson	12,388,876	11,807,766	-	11,807,766	-	2,057,729
Franklin	9,335,022	8,897,336	-	8,897,336	-	576,454
Cheldelin	10,759,962	9,992,479	2,193,250	12,185,729	-	1,657,469
Linus Pauling	400,000	400,000	-	400,000	-	367,356
Corvallis High	8,375,406	7,982,711	-	7,982,711	-	1,754,272
Crescent Valley	17,025,447	16,226,898	3,561,643	19,788,541	-	1,759,187
Harding	11,759,799	11,208,697	-	11,208,697	-	330,057
Program Administration	<i>included in estimates above</i>	9,618,098	-	9,618,098	-	7,245,645
<b>TOTAL</b>	<b>\$ 199,916,925</b>	<b>\$ 199,916,925</b>	<b>\$ 16,101,429</b>	<b>\$ 216,018,354</b>	<b>\$ -</b>	<b>\$ 29,216,690</b>



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**ADAMS ELEMENTARY SCHOOL**  
MAJOR ADDITION AND REMODEL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**CM/GC Contractor: Fortis Construction**

**PROJECT DESCRIPTION**

Add five (5) permanent classrooms, create collaborative/small group learning areas, create dedicated PE space by adding multi-use cafeteria, renovate existing classroom space for student support services, improve ADA accessibility, install energy efficient lighting, replace covered play shelter, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, replace emergency communication systems, secure front entry, and office modifications.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Nov 2018	Oct 2019	90%	
Design & Permitting	Nov 2019	Sept 2020	0%	
Construction	April 2021	Dec 2021	0%	

**CURRENT ACTIVITIES**

- Fall 2019 ongoing activities at Adams include: DLR preparing to initiate the design processes of the next phase of work still scheduled for spring of 2021. District staff and Wenaha are working on a plan for community and staff involvement.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Continued design review meetings with CSD staff, principal, teachers, steward, department, maintenance department and IT to coordinate the work.

**HIGHLIGHTS**

- Adams does not have an existing underground storage tank to remove like some of the other schools.
- Fortis completed the seismic improvements for Adams as scheduled. The office staff and the teachers are using the new spaces as intended.

**CHALLENGES AND SOLUTIONS**

- None at this time.



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**PROJECT PHOTO GALLERY**

- N/A



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**CHELDELIN MIDDLE SCHOOL  
MAJOR RENOVATION**

**Project Manager: Wenaha Group  
Architect: Pivot Architecture  
Track Contractor: Field Turf USA  
CM/GC Contractor: Gerding Builders**

**PROJECT DESCRIPTION**

Resurface existing track: Scope also includes enlarging the high jump area to accommodate two jumping areas and improving drainage around the long jump area.

Renovation: Renovate classroom to create a STEM lab, renovate library/media center, improve ADA accessibility, install elevator to upper gym for ADA access, renovate cafeteria, renovate restrooms, replace kitchen flooring, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, improve emergency lighting, improve seismic safety, replace wooden bleachers in the gym.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Jan 2019	June 2019	100%	
Design & Permitting	May 2019	March 2020	50%	
Construction	June 2020	Oct 2021	10%	

**CURRENT ACTIVITIES**

- Work on the track is complete.
- Pivot Architecture continues regular meetings with the Site Team to work on the design and construction phasing.
- Gerding Builders has completed the schematic design cost estimate. The anticipated cost of the work exceeds the original bond promise budget. Bond Leadership Team has authorized use of their bond reserve allotment to cover the difference.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- The design team will work through the fall and winter.
- Design Advisory Committee will kick off in the fall.
- Testing is taking place over the fall to gather more data on the condition of the existing building to better inform the requirements of planned seismic improvements.



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019



## HIGHLIGHTS

- 

## CHALLENGES AND SOLUTIONS

- Providing ADA access to the second floor gymnasium is proving to be very complicated and costly. The team is exploring all viable options to reduce the cost of this bond promise item.
- School staff has been highly engaged throughout the summer working on ways to maintain the bond promise scope while reducing the overall cost.

## PROJECT PHOTO GALLERY



Completed Track



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



*Track Resurfacing completed*



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**CORVALLIS HIGH SCHOOL**  
MAJOR RENOVATION

**Project Manager: Wenaha Group**  
**Architect: Pivot Architecture**  
**CM/GC Contractor: Gerding Builders**

**PROJECT DESCRIPTION**

Expand covered outdoor learning area for career technical education, renovate classroom spaces for career and technical education, improve softball facilities, including restroom and concessions, install ADA door openers, install covered walkway to applied technology buildings, replace artificial turf field, replace hallway carpet, replace roof on main building & greenhouse roof, resurface track, enhance video surveillance system, increase restroom connections to emergency generator, toilets & faucets, replace field lighting at Taylor Field.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Nov 2018	Jan 2020	10%	Initial CTE Planning
Design & Permitting	Feb 2020	March 2021	25%	
Major Construction	June 2021	March 2022	10%	

**CURRENT ACTIVITIES**

- Design work is nearly complete for the roof replacement project that will bid in the late fall for work taking place in summer of 2020.
- Construction activities for the improvements to the varsity softball field are underway. This work will be complete by November.
- Track resurfacing is complete.
- Taylor Field light replacement is complete.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- N/A

**HIGHLIGHTS**

- Summer projects have been completed on time and on budget.

**CHALLENGES AND SOLUTIONS**

- N/A





# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019



## PROJECT PHOTO GALLERY



*Artificial turf installed at softball bullpen areas*



*Finishing the masonry and concrete work at the softball dugouts*



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**CRESCENT VALLEY HIGH SCHOOL  
MAJOR RENOVATION**

**Project Manager: Wenaha Group  
Architect: Pivot Architecture  
CM/GC Contractor: Gerding Builders**

**PROJECT DESCRIPTION**

Expand covered outdoor learning area for career technical education, renovate and expand classroom spaces for career and technical education, install a new artificial turf field, improve ADA accessibility, install elevator in gym building and replace main ramp for ADA access, refurbish, repair, and weatherize building exterior, Replace fire suppression system in kitchen, resurface bus drop-off/pick-up lane, resurface track, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, enhance video surveillance system, improve seismic safety, increase power connections to generator circuit, replace access control system, and replace emergency communication systems.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Oct 2018	Dec 2018	100%	
Design & Permitting	Jan 2019	Feb 2020	60%	
Construction	June 2020	Aug 2021?	10%	Might require 2 <sup>nd</sup> phase in summer 2021.

**CURRENT ACTIVITIES**

- The boiler replacement project is complete.
- The work on the athletic fields continues. The contractor has completed installing the synthetic turf. The track surfacing has begun and will continue as weather allows.
- The design development phase is nearing completion and Pivot Architecture will begin working with staff on the final design details this fall.
- Pivot is also working on design for the seismic improvements and the team will apply for a \$2.5 million State Seismic Grant this winter assuming the program rolls out as expected. Testing took place over the summer to gather more data on the condition of the existing building to better inform the requirements of planned seismic improvements.
- The next Design Advisory Committee meeting will be held this fall.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**





## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019



- The athletic field improvements will be complete by November 2019.

### HIGHLIGHTS

- The work has progressed on schedule and on budget.

### CHALLENGES AND SOLUTIONS

- In addition to the ongoing design work, the project team is working on a phasing and logistics plan so that the planned improvements can be accomplished with a minimum of disruption to school operations.

### PROJECT PHOTO GALLERY



*CVHS new turf field is complete*



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
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*CVHS new track rubber surface going down*



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



*New Boilers are installed and have been fired*



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**FRANKLIN K-8**  
MAJOR REMODEL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**CM/GC Contractor: Fortis Construction**

**PROJECT DESCRIPTION**

Create collaborative/small group learning areas, renovate 2 classrooms to support middle school science instruction, improve ADA accessibility, install energy efficient lighting, renovate restrooms, replace exterior windows, flagpole, kitchen flooring, and roof, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating and plumbing systems, improve emergency and exterior lighting, improve seismic safety, repair sidewalks, replace emergency communication systems, secure front entry, and office modifications.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Jan 2019	Dec 2020	5%	
Design & Permitting	Jan 2021	Mar 2022	0	
Construction	June 2022	Dec 2022	0	

**CURRENT ACTIVITIES**

- No changes for this report.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Upcoming hazardous material sampling and testing.

**HIGHLIGHTS**

- N/A

**CHALLENGES AND SOLUTIONS**

- Removal of an existing underground fuel tank that is already decommissioned. This work will be incorporated into the project design.

**PROJECT PHOTO GALLERY**

- N/A





**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**GARFIELD ELEMENTARY SCHOOL**  
MAJOR ADDITION AND REMODEL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**CM/GC Contractor: Fortis Construction**

**PROJECT DESCRIPTION**

Addition of six (6) classrooms, create collaborative and small group learning areas, expand the library/media center, renovation of existing classroom spaces, add covered play shelter, improve ADA accessibility, renovate restrooms, repair concrete floor foundation, replace the kitchen flooring, upgrade finishes in shared spaces with floors, paint, and ceiling, secure front entry, office modifications, improve site circulation and parking, repair/replace sidewalk, seismic upgrades, and upgrades to mechanical, electrical, and plumbing.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Oct 2018	Jan 2019	100%	
Design & Permitting	Jan 2019	Feb 2020	70%	
Construction	June 2020	Aug 2021	0%	

**CURRENT ACTIVITIES**

- The Land Use application has been submitted and is working its way through the City process. The date for the Planning Commission hearing has not yet been established.
- The project team is working on the details of the construction phasing and a logistic plan.
- An updated project estimate was provided by Fortis and did not change significantly from the previous estimate.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- The design team is working towards submitting the plans to the City for building permit by the end of the year.
- Fortis will likely do some early procurement for a few critical subcontracting trades before the construction documents are 100% complete. This is to make sure we can lock in these firms before they get completely booked for the upcoming construction season.

**HIGHLIGHTS**





# **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019**



## **CHALLENGES AND SOLUTIONS**

- We will be working in close coordination with school staff and neighbors to develop a construction phasing and logistics plan that minimizes disruption and keeps students, staff and neighbors safe.

## **PROJECT PHOTO GALLERY**

- N/A



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**HARDING CENTER**  
MAJOR ADDITION AND REMODEL

**Project Manager: Wenaha Group**  
**Architect: Pivot Architecture**  
**CM/GC Contractor: Gerding Builders**

**PROJECT DESCRIPTION**

Adds multi-use cafeteria, renovate two (2) classrooms to support science construction, improve ADA accessibility, renovate locker rooms, replace cabinetry in classrooms, replace roof and gutter system, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, improve emergency lighting, improve seismic safety in one story portion of the building, install access control system, replace emergency communication systems, replace fire monitoring system.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Nov 2018	Feb 2019	100%	
Design & Permitting	Jan 2021	Dec 2021	0%	
Construction	Jan 2022	Oct 2022	0%	

**CURRENT ACTIVITIES**

- Pivot Architecture has completed the schematic design and we are awaiting the initial estimate from Gerding Builders by the end of September.
- We are working on the land use application to allow the Urban Farm to proceed with the installation of two new greenhouses and some other minor improvements.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Design efforts are paused at this point until a decision is made about whether or not to pursue improvements to the historic portion of the facility. This option will be explored later in the bond program when it is known if there will be funds available for this to be considered.

**HIGHLIGHTS**

- N/A

**CHALLENGES AND SOLUTIONS**

- The planned improvements at Harding will likely trigger significant site improvements required by the City that were not contemplated in the original bond budget. The total scope of the site improvements will not be known until we work through the land use approval process.





**CORVALLIS SCHOOL DISTRICT  
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**PROJECT PHOTO GALLERY**

- N/A



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**HOOVER ELEMENTARY SCHOOL**  
REPLACEMENT SCHOOL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**Contractor: TBD**

**PROJECT DESCRIPTION**

Construct new elementary school and demolish existing school. Create new play areas and fields once demolition is complete.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Aug 2018	Dec 2018	100%	
Design & Permitting	Jan 2019	March 2020	65%	
Construction	April 2020	Nov 2021	0%	

**CURRENT ACTIVITIES**

- Design Development is approaching 100%. The District, Wenaha, JLD Estimating and DLR are reviewing estimates and designs to reconcile with the budget.
- Initial land use submission has been made and we are waiting for Planning Department feedback prior to final submission.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Construction Documents (CD's) phase.
- CM/GC contractor procurement process is underway with award targeted for mid-November.

**HIGHLIGHTS**

- N/A

**CHALLENGES AND SOLUTIONS**

- Starting to work on phasing and logistics planning, including modulars, parking and parent drop-off. The selected CM/GC contractor will work with the district to ensure a safe project with minimal disruption to the educational experience.



# CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019



## PROJECT PHOTO GALLERY



*The Hoover updated site plan includes sidewalk at west end of faculty parking. This was a result of DAC member input and a good engineering response on the very tight site.*



**CORVALLIS SCHOOL DISTRICT  
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**JEFFERSON ELEMENTARY SCHOOL**  
MAJOR ADDITION AND REMODEL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**CM/GC Contractor: Fortis Construction**

**PROJECT DESCRIPTION**

Add six (6) permanent classrooms, create collaborative/small group learning areas, create dedicated PE space by adding multi-use cafeteria, renovate existing classroom space for student support services, add ADA accessible restrooms in Life Skills classrooms, improve ADA accessibility, install energy efficient lighting, replace covered play shelter, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, improve emergency lighting, improve site circulation and parking, replace emergency communication systems, replace sidewalk, secure front entry, and office modifications.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Nov 2018	Oct 2019	90%	
Design & Permitting	Nov 2019	Sept 2020	0%	
Construction	April 2021	Nov 2021	0%	

**CURRENT ACTIVITIES**

- Fall 2019 ongoing activities at Jefferson include: DLR preparing to initiate the design processes of the next phase of work still scheduled for spring of 2021. District staff and Wenaha are working on a plan for community and staff involvement.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Continued design review meetings with CSD staff, principal, teachers, steward, department, maintenance department and IT to coordinate the work.
- Jefferson has an existing underground storage tank to remove. Wenaha is working with PBS Environmental to develop bid package for its removal prior to the new construction if possible.

**HIGHLIGHTS**

- Fortis completed the seismic improvements for Jefferson as scheduled. The office staff and the teachers are using the new spaces as intended.

**CHALLENGES AND SOLUTIONS**





## CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019



- None at this time.

### PROJECT PHOTO GALLERY

- N/A



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**LINCOLN ELEMENTARY SCHOOL**  
REPLACEMENT SCHOOL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**Contractor: TBD**

**PROJECT DESCRIPTION**

Construct new elementary school and demolish existing school. Create new play areas and fields once demolition is complete.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Aug 2018	Dec 2018	100%	
Design & Permitting	Jan 2019	March 2020	65%	
Construction	April 2020	Nov 2021	0%	

**CURRENT ACTIVITIES**

- Design Development is approaching 100%. The District, Wenaha, JLD Estimating and DLR are reviewing estimates and designs to reconcile with the budget.
- Initial land use submission has been made and we are waiting for Planning Department feedback prior to final submission.
- The Benton County Health Clinic project continues in the design process with estimating about to start.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Construction Documents (CD's) phase.
- CM/GC contractor procurement process is underway with award targeted for mid-November.

**HIGHLIGHTS**

- N/A

**CHALLENGES AND SOLUTIONS**

- The District met with ODOT to discuss pedestrian flow across Highway 99. Discussions continue.
- Starting to work on phasing and logistics planning, including modulars, parking and parent drop-off. The selected CM/GC contractor will work with the district to ensure a safe project with minimal disruption to the educational experience.



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**PROJECT PHOTO GALLERY**



*Lincoln Design Advisory Committee members studying the current designs during Curriculum Night*



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**LINUS PAULING MIDDLE SCHOOL**

RESURFACE TRACK

**Project Manager: Wenaha Group**

**Architect: N.A.**

**Contractor: Field Turf USA**

**PROJECT DESCRIPTION**

Resurface existing track. Additional scope includes enlarging the high jump area to accommodate two jumping areas, improving drainage around the long jump area, removing the pole vault pad and adding track surface to the javelin runway.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	N.A	N.A.	N.A.	
Design & Permitting	Jan 2019	March 2019	100%	
Construction	June 2019	Aug 2019	100%	

**CURRENT ACTIVITIES**

- All improvements to the track are 100% complete

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- NA

**HIGHLIGHTS**

- This project came in on budget.

**CHALLENGES AND SOLUTIONS**

- NA

**PROJECT PHOTO GALLERY**

- N/A



**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**MOUNTAIN VIEW ELEMENTARY SCHOOL**  
MAJOR ADDITION AND REMODEL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**CM/GC Contractor: Fortis Construction**

**PROJECT DESCRIPTION**

Add three (3) permanent classrooms, convert existing office to classroom space, create collaborative/small group learning areas, improve ADA accessibility, install energy efficient lighting, replace kitchen flooring, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, enhance emergency communication systems, improve emergency lighting, improve seismic safety, improve site circulation and parking.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Dec 2018	Dec 2020	5%	
Design & Permitting	Jan 2021	Dec 2021	0%	
Construction	Apr 2022	Oct 2022	0%	

**CURRENT ACTIVITIES**

- No changes for this report.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Upcoming hazardous material sampling and testing

**HIGHLIGHTS**

- N/A

**CHALLENGES AND SOLUTIONS**

- N/A

**PROJECT PHOTO GALLERY**

- N/A





**CORVALLIS SCHOOL DISTRICT  
BOND PROGRAM UPDATE  
October 10, 2019**



**WILSON ELEMENTARY SCHOOL**  
MAJOR ADDITION AND REMODEL

**Project Manager: Wenaha Group**  
**Architect: DLR Group**  
**CM/GC Contractor: Fortis Construction**

**PROJECT DESCRIPTION**

Add three (3) permanent classrooms, create collaborative/small group learning areas, create dedicated PE space by adding multi-use cafeteria, renovate existing classroom space for student support services, improve ADA accessibility, install energy efficient lighting, replace covered play shelter, upgrade finishes in hallways and shared spaces including floors, paint, and ceilings, upgrade mechanical infrastructure including electrical, heating, and plumbing systems, enhance emergency communication systems, improve emergency lighting secure front entry, and office modifications.

**SCHEDULE**

Key Milestones	Start	Completion	% Complete	Comments
Pre-Design	Nov 2018	Feb 2020	90%	
Design & Permitting	Nov 2019	Sept 2020	0%	
Construction	April 2021	Nov 2021	0%	

**CURRENT ACTIVITIES**

- Fall 2019 ongoing activities at Wilson include: DLR preparing to initiate the design processes of the next phase of work still scheduled for spring of 2021. District staff and Wenaha are working on a plan for community and staff involvement.

**ACTIVITIES SCHEDULED FOR NEXT QUARTER**

- Continued design review meetings with CSD staff, principal, teachers, steward, department, maintenance department and IT to coordinate the work.
- Wilson has an existing underground storage tank to remove. Wenaha is working with PBS Environmental to develop bid package for its removal prior to the new construction if possible.

**HIGHLIGHTS**

- Fortis completed the seismic improvements for Wilson as scheduled. The office staff and the teachers are using the new spaces as intended.

**CHALLENGES AND SOLUTIONS**





## **CORVALLIS SCHOOL DISTRICT BOND PROGRAM UPDATE October 10, 2019**



- None at this time.

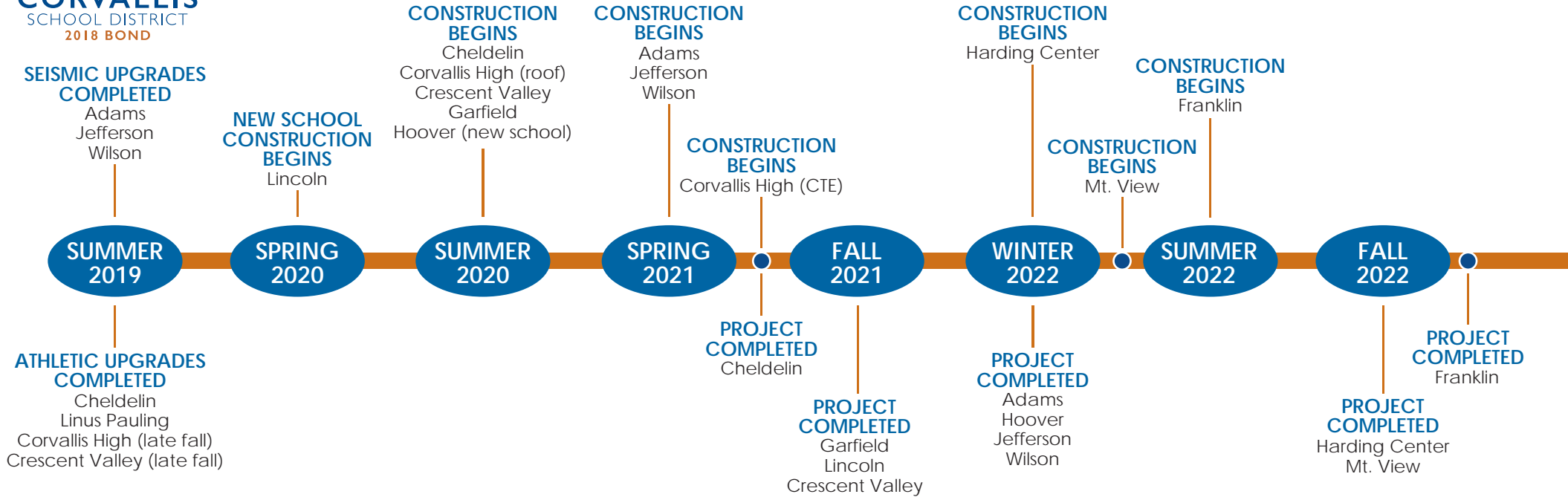
### **PROJECT PHOTO GALLERY**

- N/A



# Bond Program Timeline (schedule subject to change)

For detailed information, visit [www.csd509j.net/bond-program](http://www.csd509j.net/bond-program)



## SAFETY & SECURITY

Features such as secured front entry vestibules, seismic safety renovations, modern emergency communications systems and security cameras will be repaired, replaced or installed.

## ELEMENTARY SCHOOLS

Hoover and Lincoln will be replaced with new buildings on the same sites. A total of 21 portable classrooms will be removed and replaced with permanent classrooms.

## RENOVATIONS & REPAIRS

Critical capital repairs will be completed including seismic/structural and accessibility improvements. Projects will maximize energy efficiency through the upgrade of mechanical systems.

## LEARNING SPACES

Dedicated spaces for art/science, music, and physical education will be created in all K-5 schools. Career and technical education classrooms will be upgraded.

The Corvallis School District does not discriminate on the basis of age, citizenship, color, disability, gender expression, gender identity, national origin, parental or marital status, race, religion, sex, or sexual orientation in its programs and activities, and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding discrimination: Jennifer Duvall, Human Resources Director and Title IX coordinator, [jennifer.duvall@corvallis.k12.or.us](mailto:jennifer.duvall@corvallis.k12.or.us)

541-757-5840 | 1555 SW 35th Street, Corvallis, OR 97333



# Corvallis

SCHOOL DISTRICT

VII.A. Garfield/Lincoln/Hoover Design Development

# Corvallis School District

## Hoover Elementary School

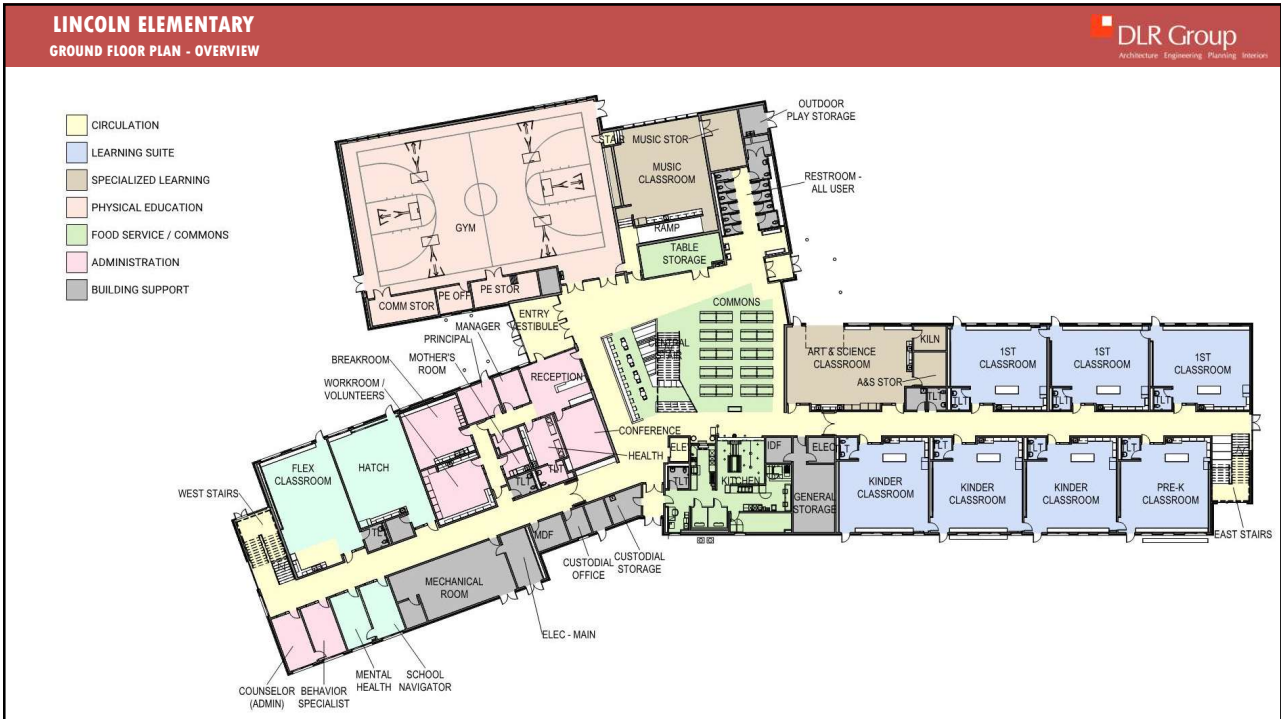
## Lincoln Elementary School

## Garfield Elementary School

School Board Meeting 10.10.19







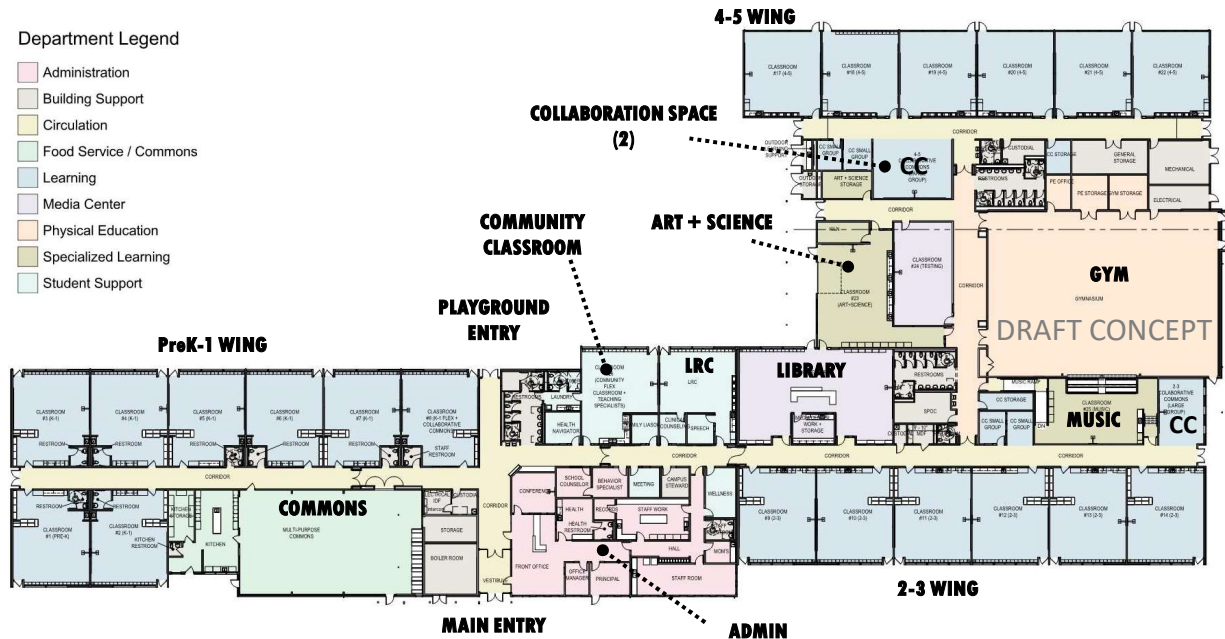


**GARFIELD ELEMENTARY**  
FLOOR PLAN - OVERVIEW



Department Legend

- Administration
- Building Support
- Circulation
- Food Service / Commons
- Learning
- Media Center
- Physical Education
- Specialized Learning
- Student Support



Design Advisory Committee



**GARFIELD ELEMENTARY**  
Design Advisory Committee

DLR Group  
Architecture Engineering Planning Interior

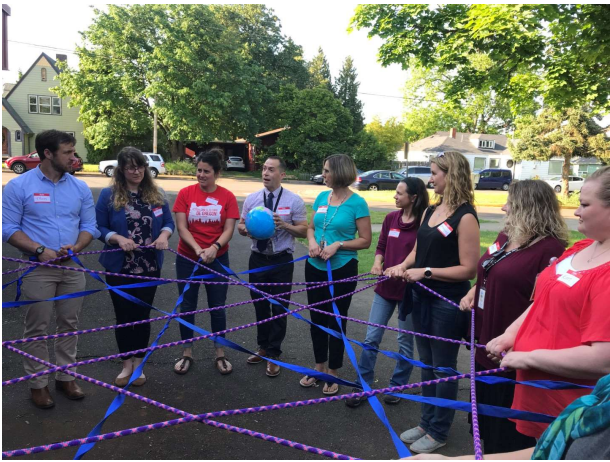



**large group feedback**

**small group collaboration**

**LINCOLN ELEMENTARY**  
Design Advisory Committee


DLR Group  
Architecture Engineering Planning Interior



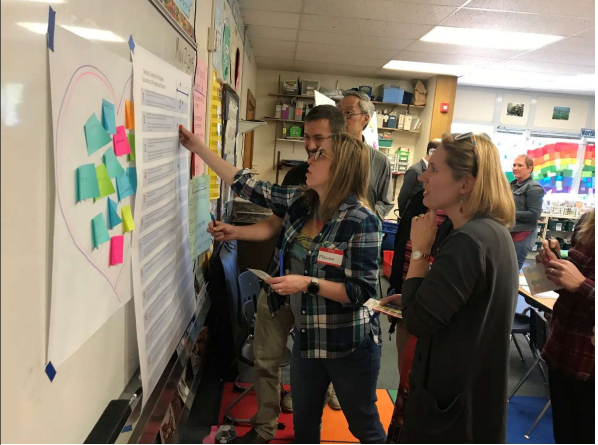
**small group collaboration**

**team building exercise**

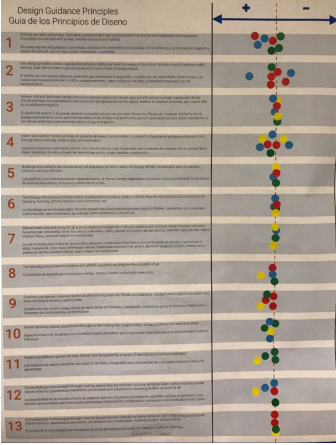
**HOOVER ELEMENTARY**  
Design Advisory Committee



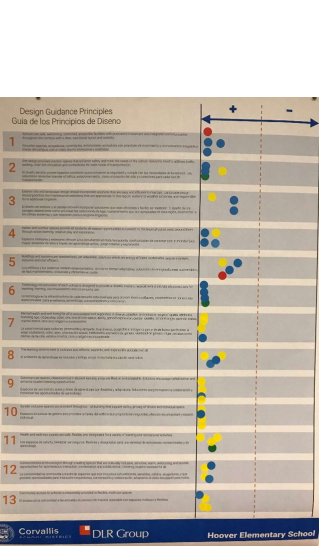
DLR Group  
Architecture · Engineering · Planning · Interior



**feedback exercise**




**DAC #3 | May 1<sup>st</sup>**



**DAC #5 | Oct 8<sup>th</sup>**

**HOOVER ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

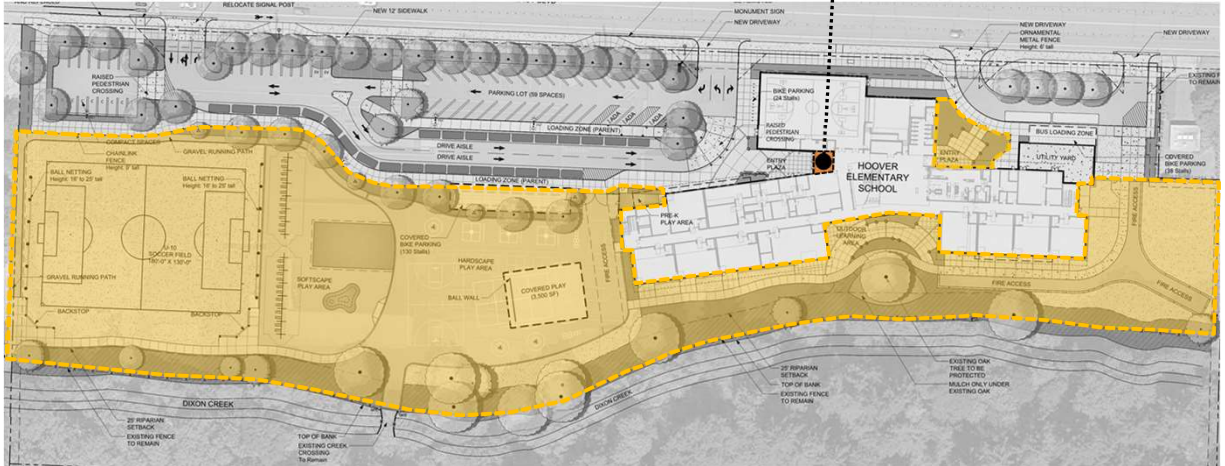


DLR Group  
Architecture · Engineering · Planning · Interior


**1 Schools are safe, welcoming, controlled, accessible facilities with purposeful movement and integrated communication throughout the campus with a clear, intentional layout and visibility.**

- secure school / secure grounds
- controlled access

**Secure entry vestibule**



**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

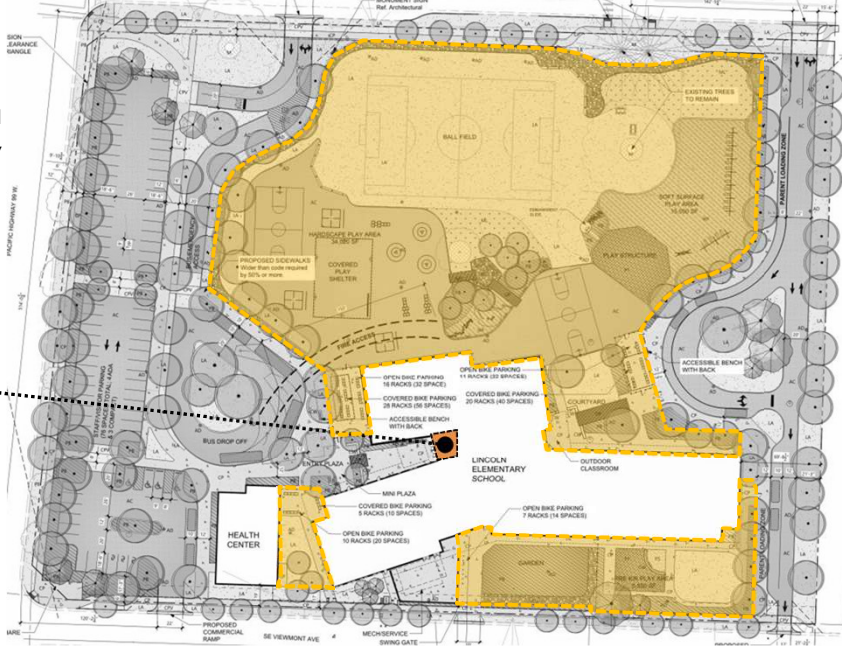


**1**


**Schools are safe, welcoming, controlled, accessible facilities with purposeful movement and integrated communication throughout the campus with a clear, intentional layout and visibility.**

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**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

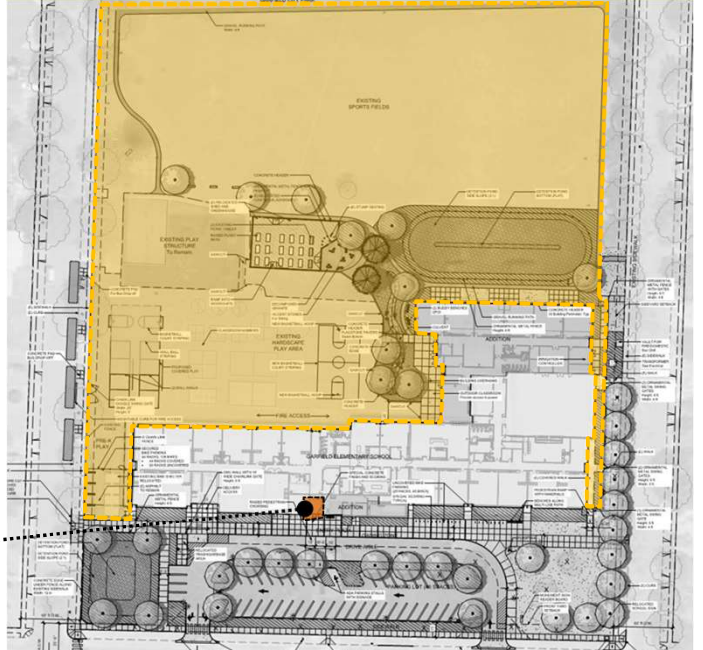


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**Secure entry vestibule**



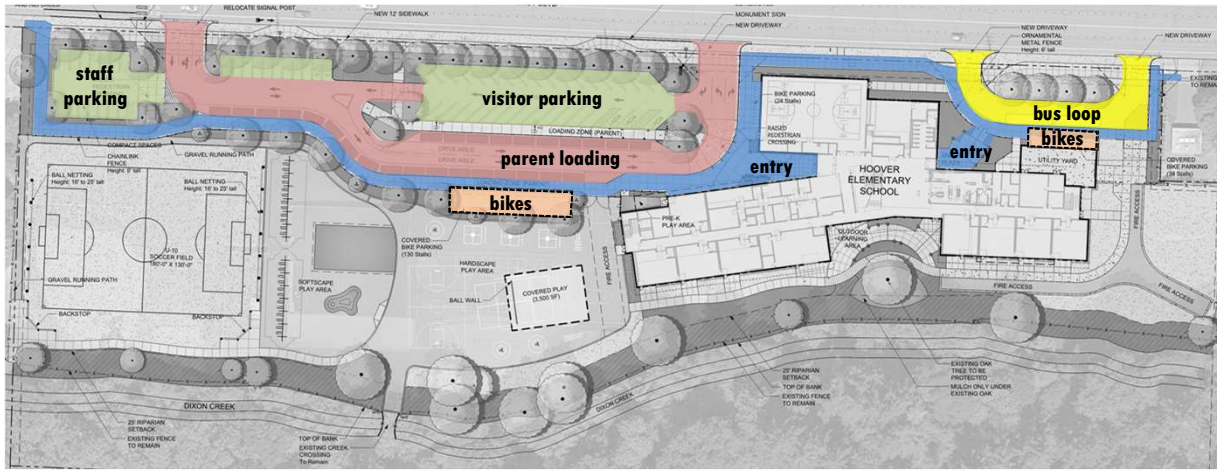


**HOOVER ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



2

Site design provides outdoor spaces that enhance safety and meet the needs of the school. Solutions need to address traffic, parking, clear site circulation and connections for each mode of transportation.

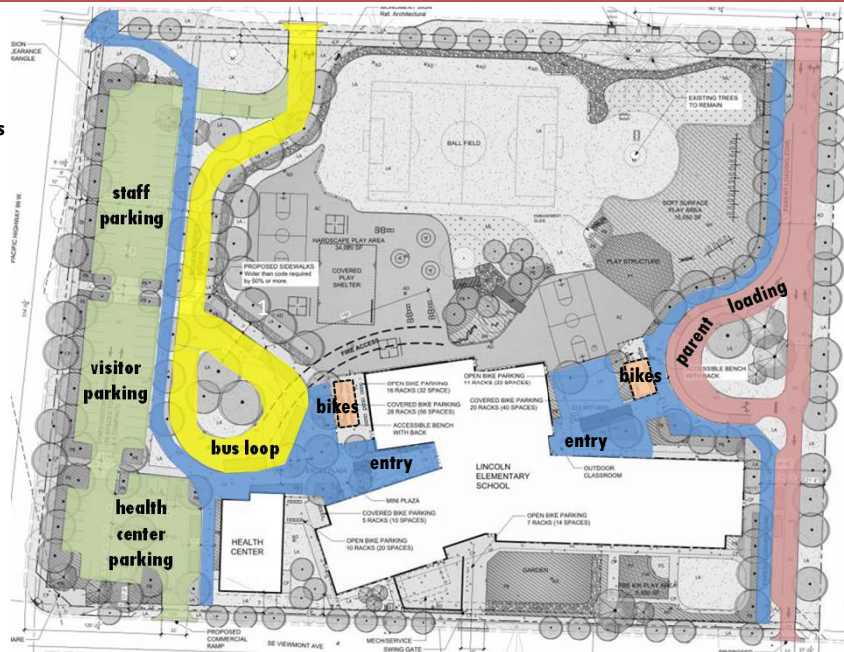


**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



2

Site design provides outdoor spaces that enhance safety and meet the needs of the school. Solutions need to address traffic, parking, clear site circulation and connections for each mode of transportation.

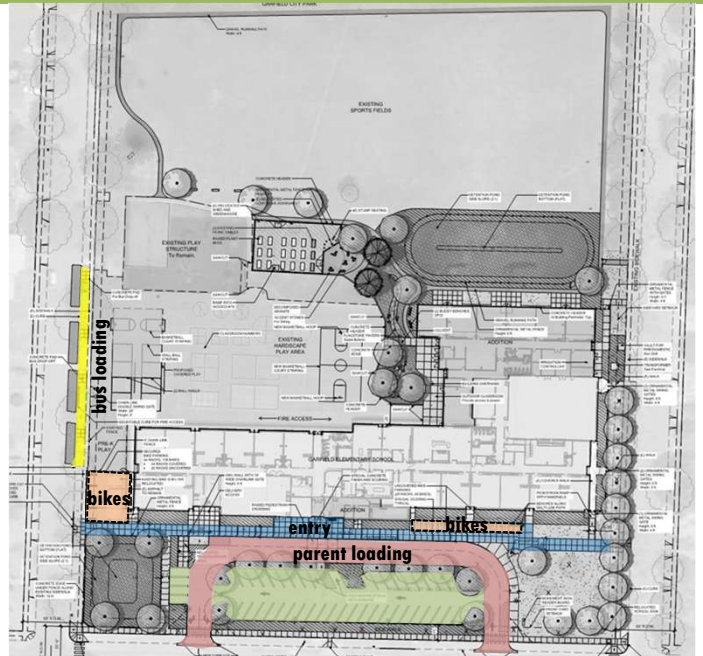


**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



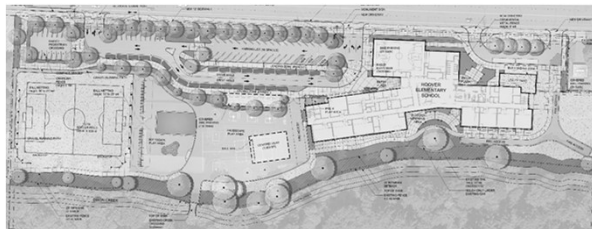
2

Site design provides outdoor spaces that enhance safety and meet the needs of the school. Solutions need to address traffic, parking, clear site circulation and connections for each mode of transportation.

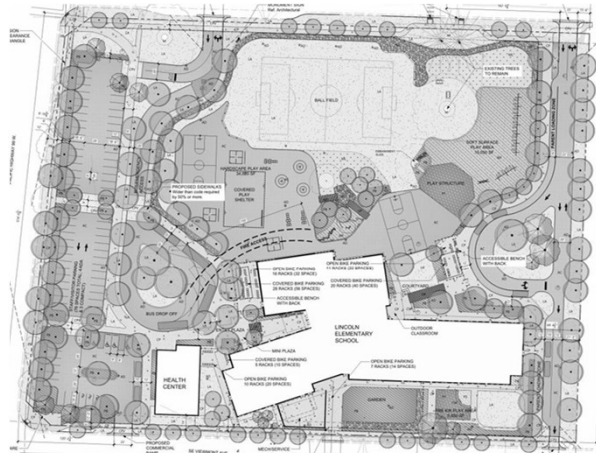


3

Exterior site and landscape design should incorporate solutions that are easy and efficient to maintain. Landscape design should prioritize low maintenance selections that are appropriate to this region, resilient to weather extremes, and require little to no additional irrigation.



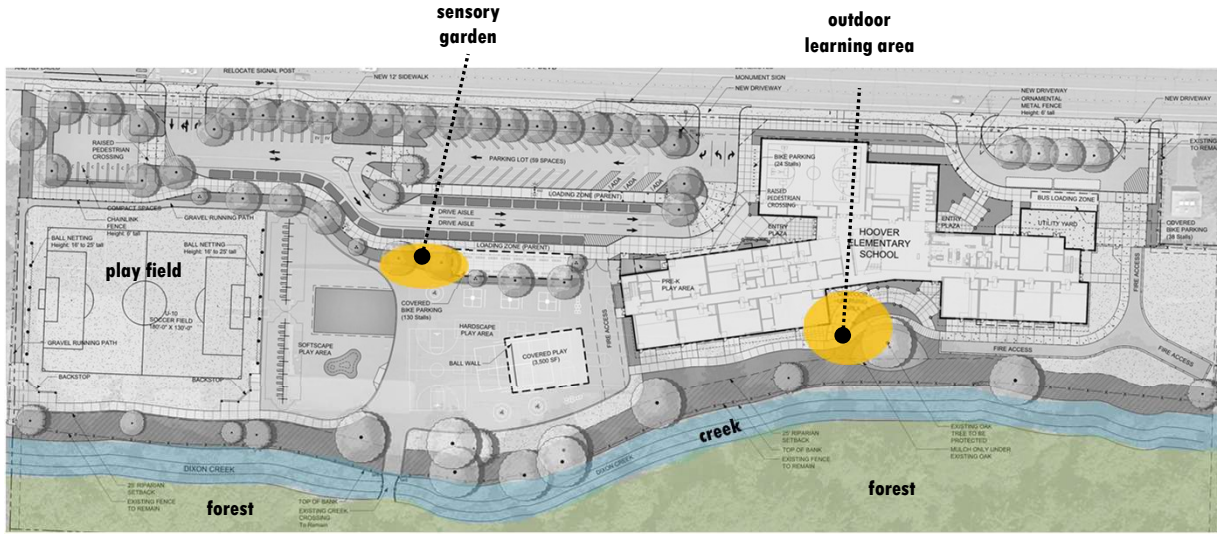
currently being developed



**HOOVER ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



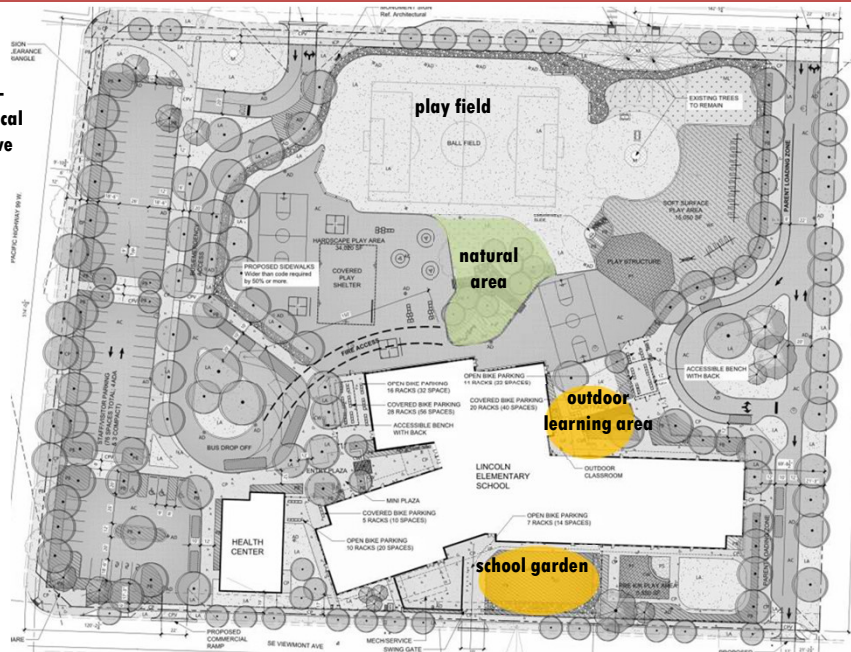
**4** Indoor and outdoor spaces provide all students all-season opportunities to connect to the larger physical world around them through active learning, creative play and exploration.



**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



**4** Indoor and outdoor spaces provide all students all-season opportunities to connect to the larger physical world around them through active learning, creative play and exploration.

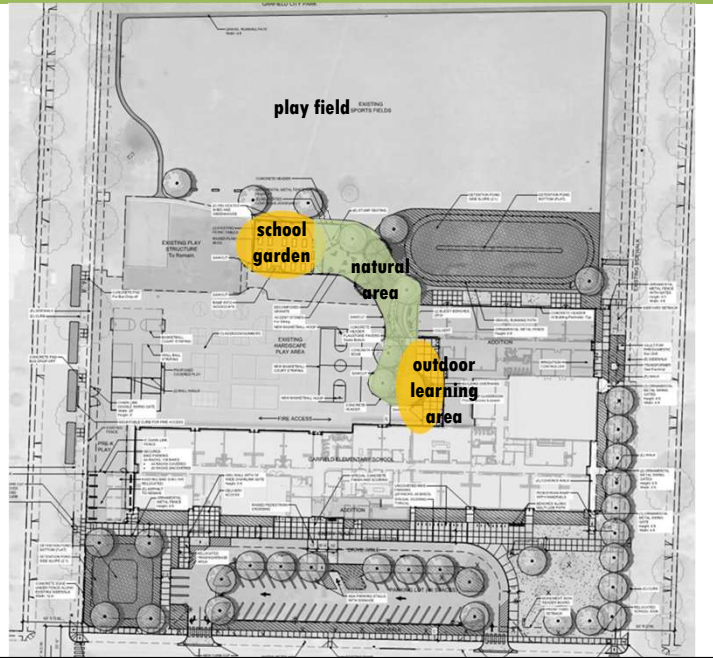


**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



4

**Indoor and outdoor spaces provide all students all-season opportunities to connect to the larger physical world around them through active learning, creative play and exploration.**



**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



DESIGN GUIDANCE PRINCIPLES DLR Group  
Architecture Engineering Planning Interior

**5** Buildings and systems are standardized, yet adaptable, solutions which are energy efficient, sustainable, easy to maintain, inclusive and cost efficient.

- Utilize district-wide technical standards
- material selections
- building form

DESIGN GUIDANCE PRINCIPLES DLR Group  
Architecture Engineering Planning Interior

**6** Technology infrastructure of each school is designed to provide a reliable, resilient network with audio/visual connections for teaching, learning, communications and community use.

Academic wing

IDF

- speakers / paging
- wireless access points
- digital projection
- paging

**HOOVER ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**7** Mental health and well-being for all is encouraged and supported. A diverse, adaptive and inclusive range of spatial attributes honoring age, citizenship, color, sex, sexual orientation, ability, gender expression, gender identity, national origin, parental status, marital status, race and religion is incorporated.

- staff and student spaces
- variety of space types / scales
- integrated throughout

The floor plan for Hoover Elementary shows a central hallway connecting two floors. On the ground floor, there is a gymnasium at the top, a staff break area, a family support room, a counselor's office, a behavior specialist's office, a large group room, and a small group room. On the second floor, there is a Learning Resource Center, a wellness room, and a mental health room. The spaces are highlighted in yellow and blue, indicating their integration throughout the building.

**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**7** Mental health and well-being for all is encouraged and supported. A diverse, adaptive and inclusive range of spatial attributes honoring age, citizenship, color, sex, sexual orientation, ability, gender expression, gender identity, national origin, parental status, marital status, race and religion is incorporated.

- staff and student spaces
- variety of space types / scales
- integrated throughout
- health center access

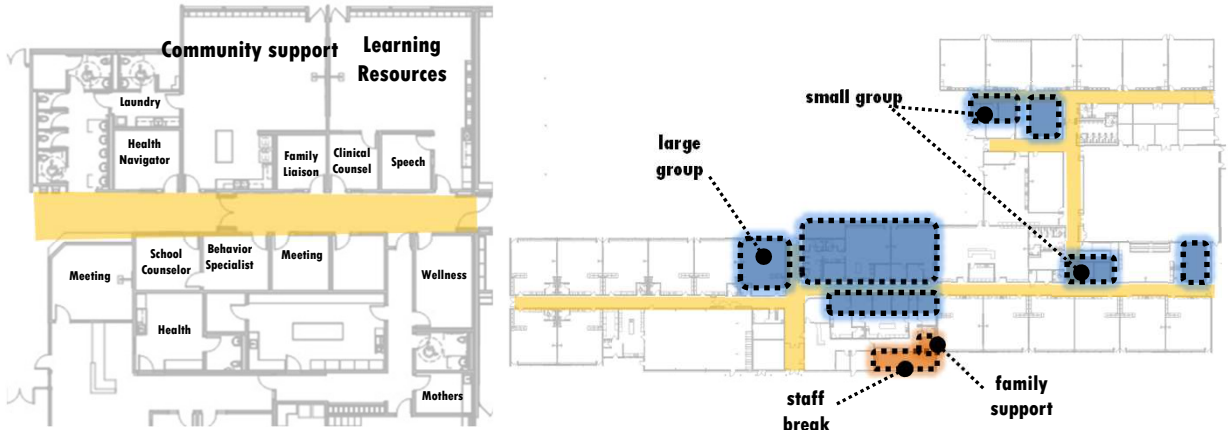
The floor plan for Lincoln Elementary shows a central hallway connecting two floors. On the ground floor, there is a gymnasium at the top, a staff break area, a family support room, a "hatch" area, a large group room, a Learning Resource Center, and a small group room. On the second floor, there is a counselor's office, a behavior specialist's office, a family liaison room, a mental health room, a wellness room, and a small group room. The spaces are highlighted in yellow and blue, indicating their integration throughout the building.

**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



**7** Mental health and well-being for all is encouraged and supported. A diverse, adaptive and inclusive range of spatial attributes honoring age, citizenship, color, sex, sexual orientation, ability, gender expression, gender identity, national origin, parental status, marital status, race and religion is incorporated.

La salud mental para todos es promovida y apoyada. Una diversa, adaptable e incluyente gama de atributos que honran la edad, ciudadanía, color, sexo, orientación sexual, habilidades, expresión de género, identidad de género, origen, estatus como padres de familia, estatus marital, raza y religión es incorporada.

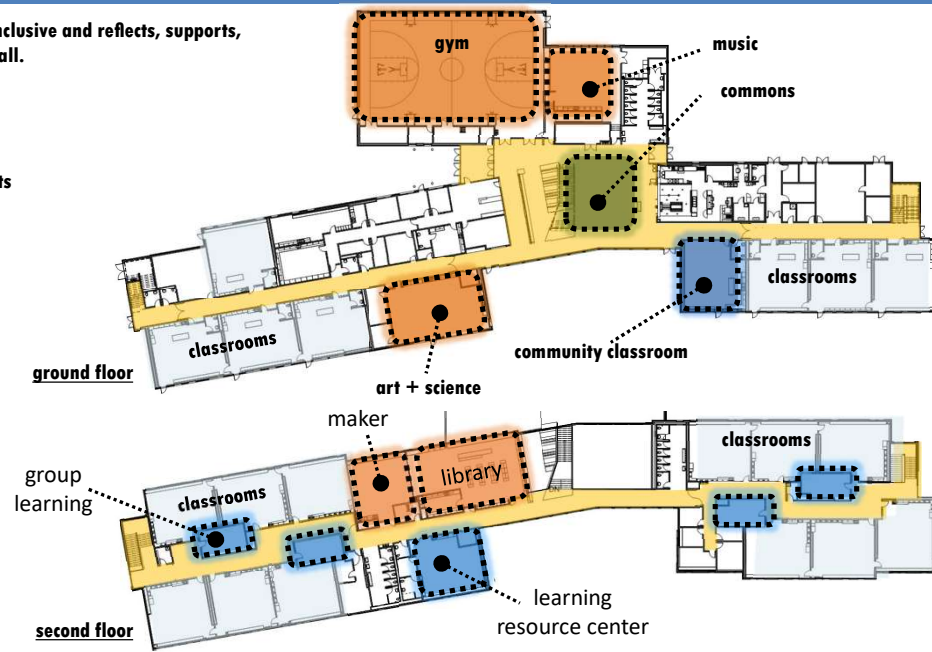


**HOOVER ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



**8** The learning environment is inclusive and reflects, supports, and inspires the education of all.

- variety of learning environments
- support learning anywhere



**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**DLR Group**  
Architecture Engineering Planning Interior

**8**

The learning environment is inclusive and reflects, supports, and inspires the education of all.

- variety of learning environments
- support learning anywhere

The floor plan for Lincoln Elementary is divided into two levels. The ground floor includes a gym, music room, commons area, art + science room, a community classroom, a learning resource center, and several classrooms. The second floor features a group learning area, classrooms, a library, and a maker space. A central yellow corridor connects the two floors and provides access to various learning environments.

**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**DLR Group**  
Architecture Engineering Planning Interior

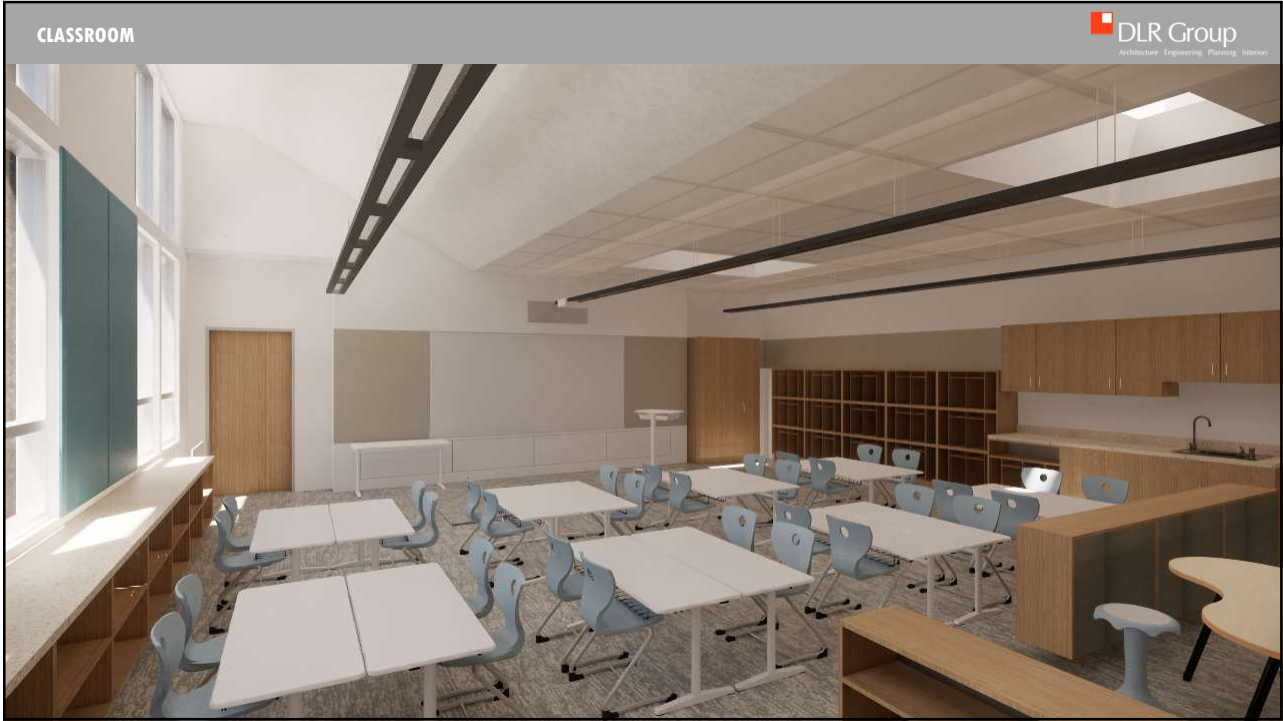
**8**

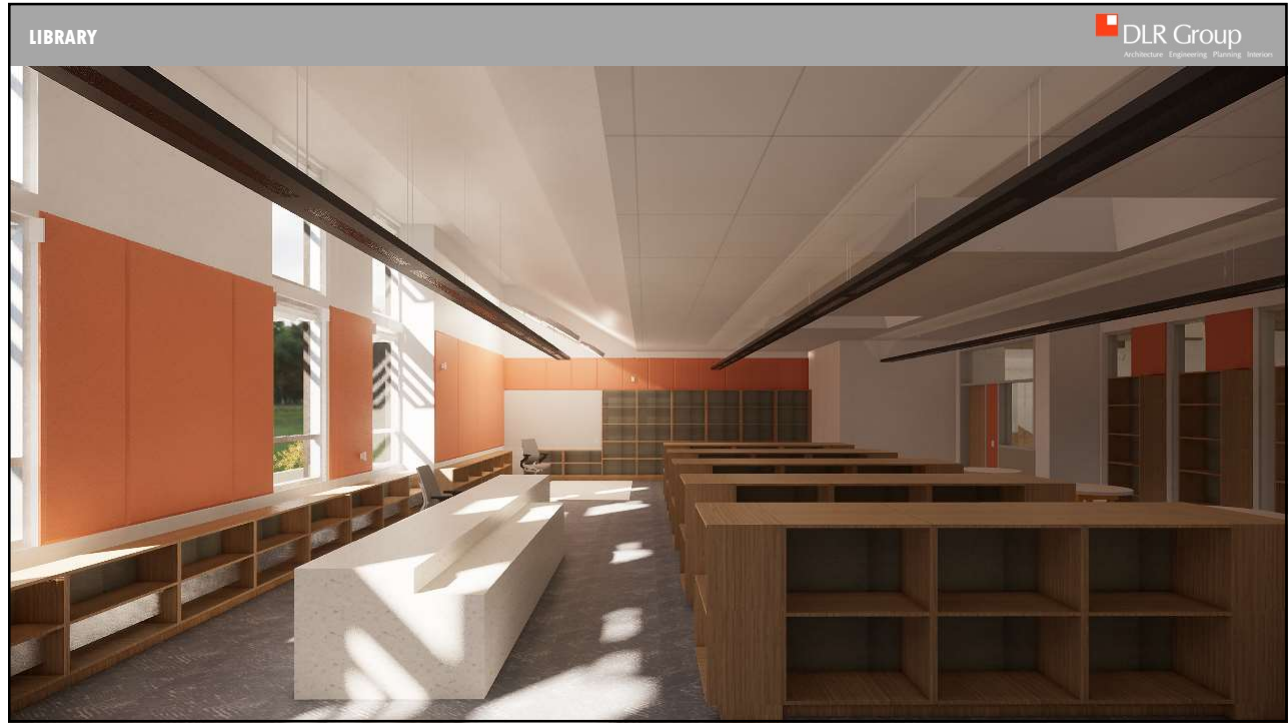
The learning environment is inclusive and reflects, supports, and inspires the education of all.

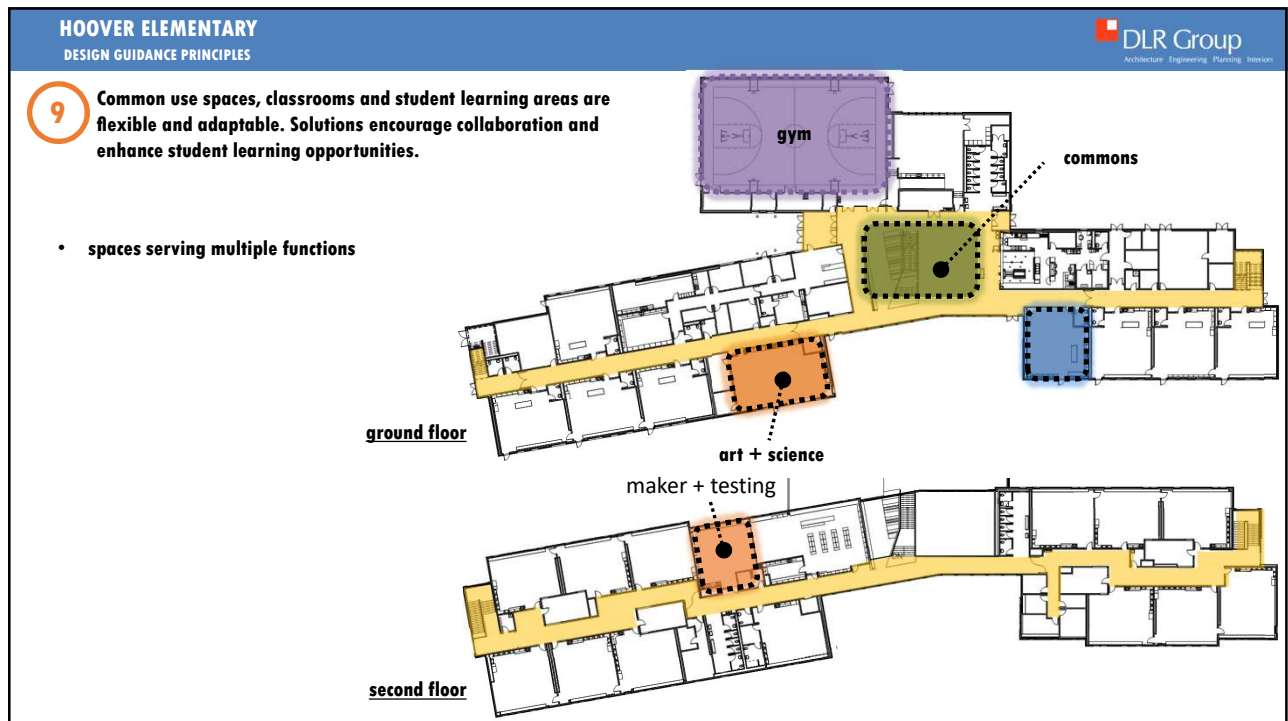
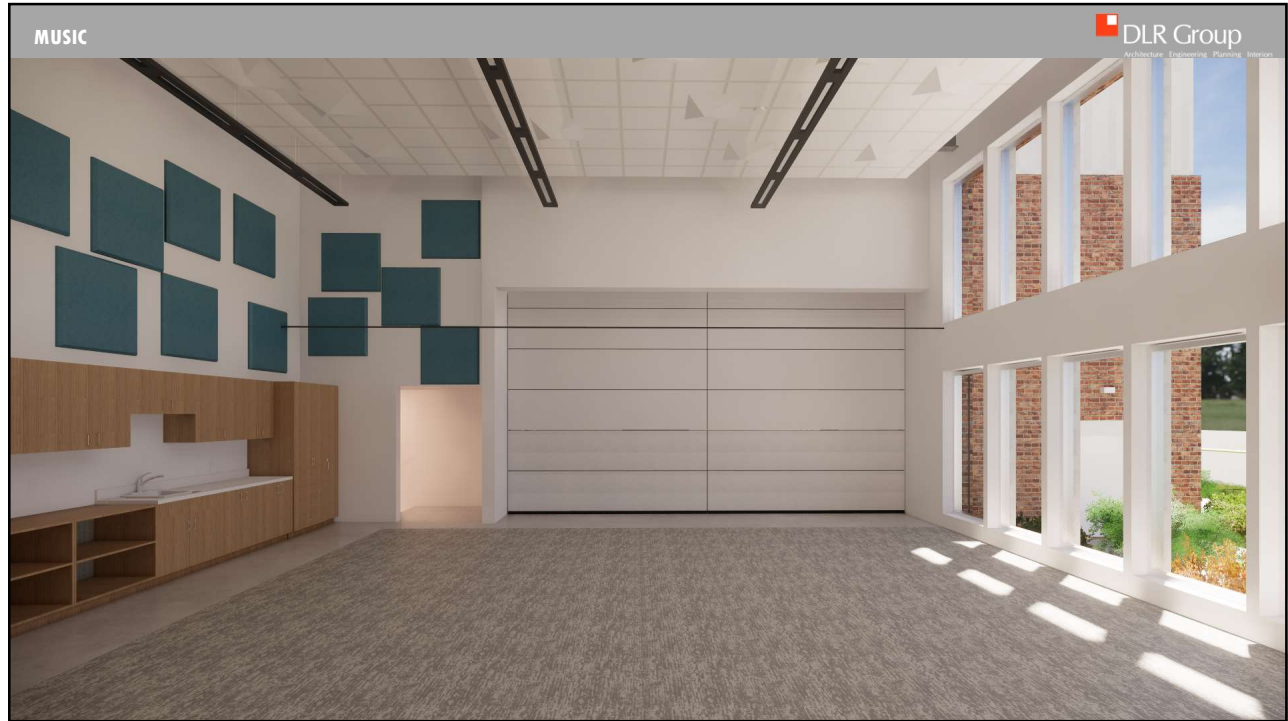
El ambiente de aprendizaje es inclusivo y refleja, apoya e inspira la educación para todos.

- variety of learning environments
- support learning anywhere

The floor plan for Garfield Elementary shows a central yellow corridor connecting different learning areas. On the left, there are classrooms and a commons area. The central part of the plan includes a community classroom, learning resource center, library, art + science room, and a maker space. On the right, there are classrooms, a gym, and a music room. Group learning areas are also indicated throughout the plan.







**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



9

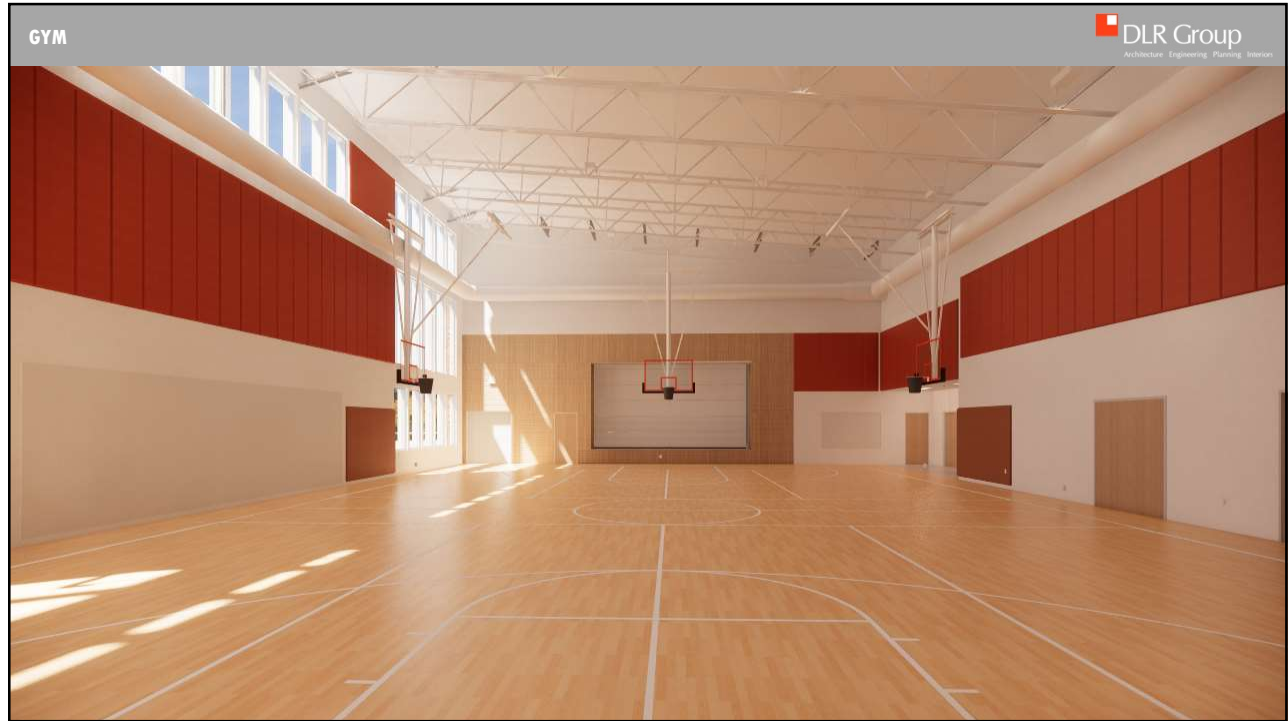
Common use spaces, classrooms and student learning areas are flexible and adaptable. Solutions encourage collaboration and enhance student learning opportunities.

- spaces serving multiple functions



**ART + SCIENCE**







**HOOVER ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**11** Health and wellness spaces are safe, flexible, and designated for a variety of learning and recreational activities.

- variety of space types / scales

Labels in diagram: family support, staff break, counselor, health, behavior specialist, large group, small group, ground floor, second floor, Learning Resource Center, wellness, mental health.

**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**11** Health and wellness spaces are safe, flexible, and designated for a variety of learning and recreational activities.

- variety of space types / scales

Labels in diagram: family support, staff break, "hatch", large group, Lincoln health center, counselor, Family liaison, health, Learning Resource Center, ground floor, second floor, Learning Resource Center, mental health, behavior specialist, wellness, small group.

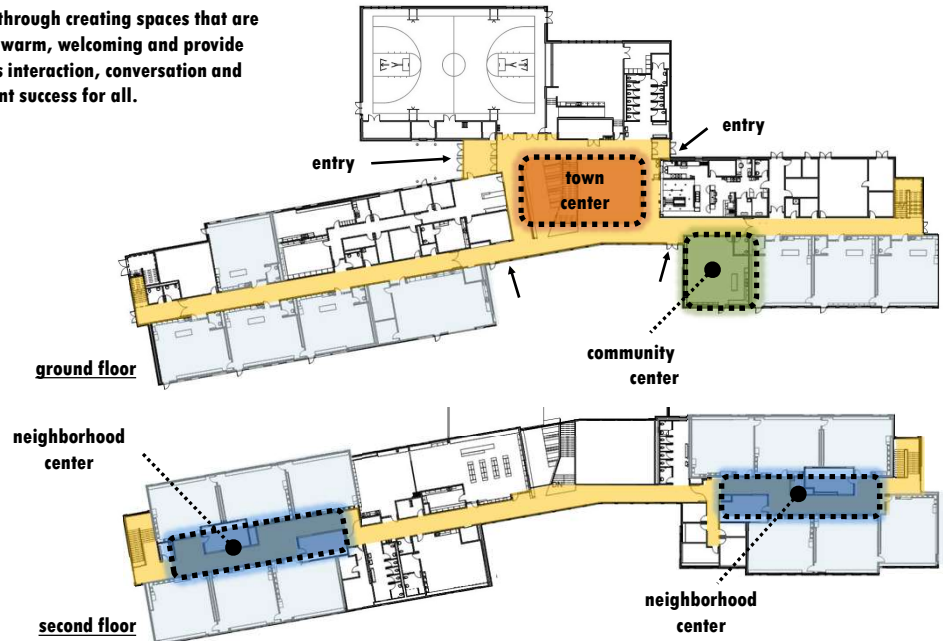
**HOOVER ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



12

Connectedness is encouraged through creating spaces that are culturally inclusive, sensitive, warm, welcoming and provide opportunities for spontaneous interaction, conversation and collaboration, fostering student success for all.

- connection at multiple scales
- connection system
- display of student work



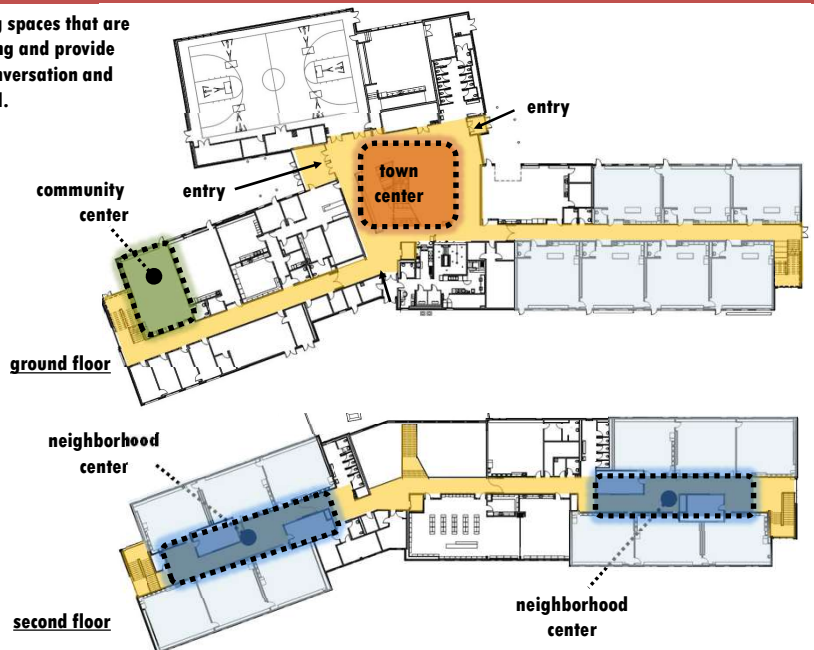
**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES



12

Connectedness is encouraged through creating spaces that are culturally inclusive, sensitive, warm, welcoming and provide opportunities for spontaneous interaction, conversation and collaboration, fostering student success for all.

- connection at multiple scales
- connection system
- display of student work



**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**12** Connectedness is encouraged through creating spaces that are culturally inclusive, sensitive, warm, welcoming and provide opportunities for spontaneous interaction, conversation and collaboration, fostering student success for all.

La conectividad es promovida a través de espacios que son inclusivos culturalmente, sensibles, cálidos, acogedores, y que proveen oportunidades para interacción espontánea, conversación y colaboración, adoptando el éxito estudiantil para todos.

**NEIGHBORHOOD CENTER**  
CENTRO DE LA VECINDAD

**COMMUNITY CENTER**  
EL CENTRO DE LA CIUDAD

**STUDENT'S TOWN CENTER**  
EL CENTRO DE LA CIUDAD

**MOMENTS OF PAUSE**  
MOMENTO DE PAUSA

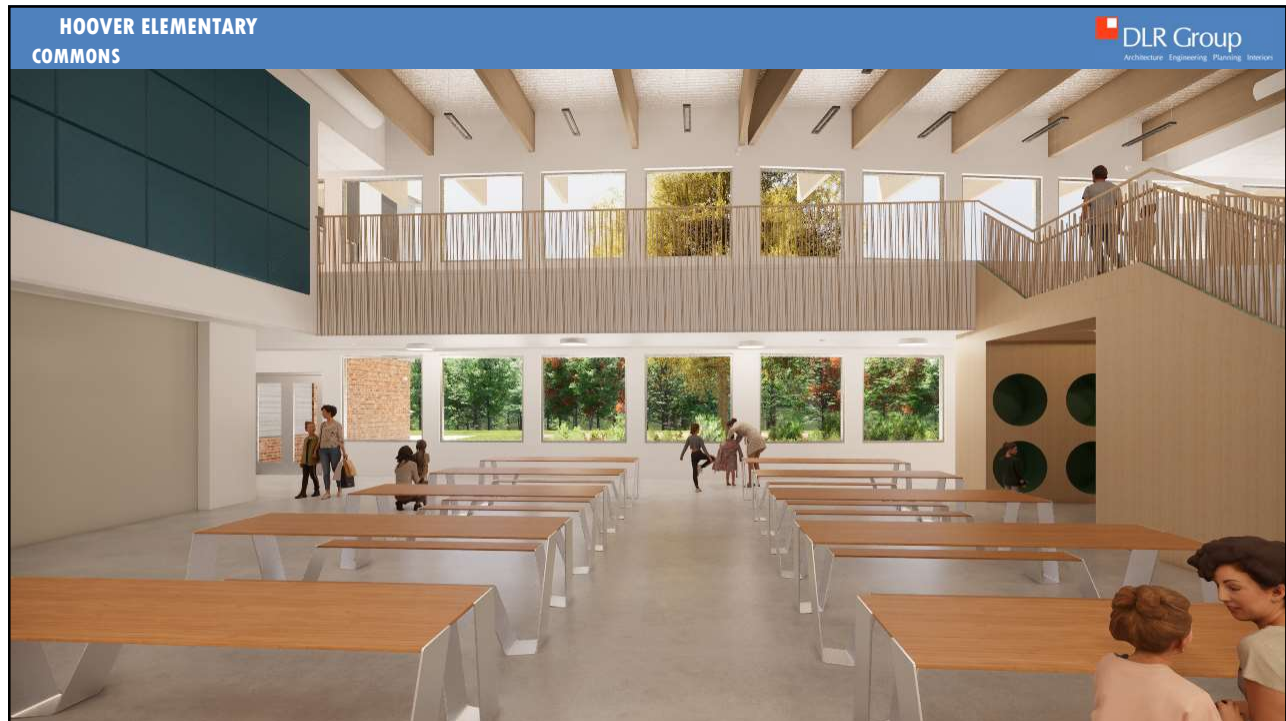
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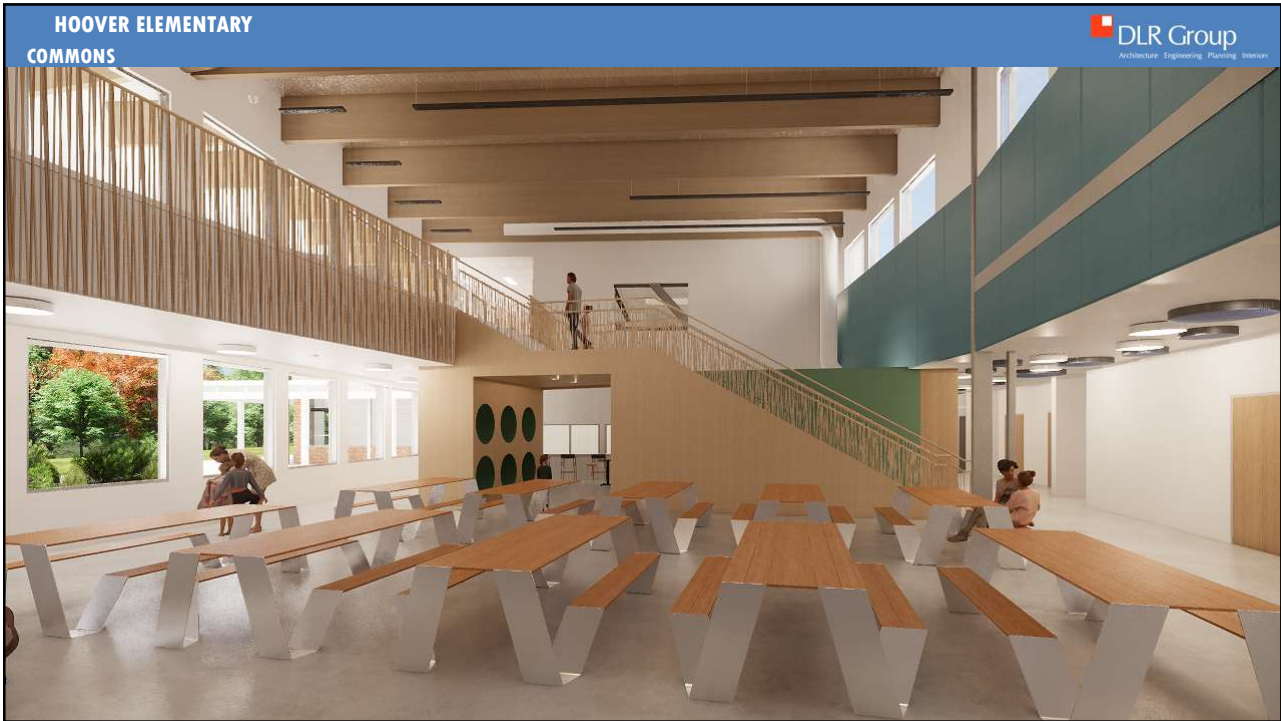
**K-1**

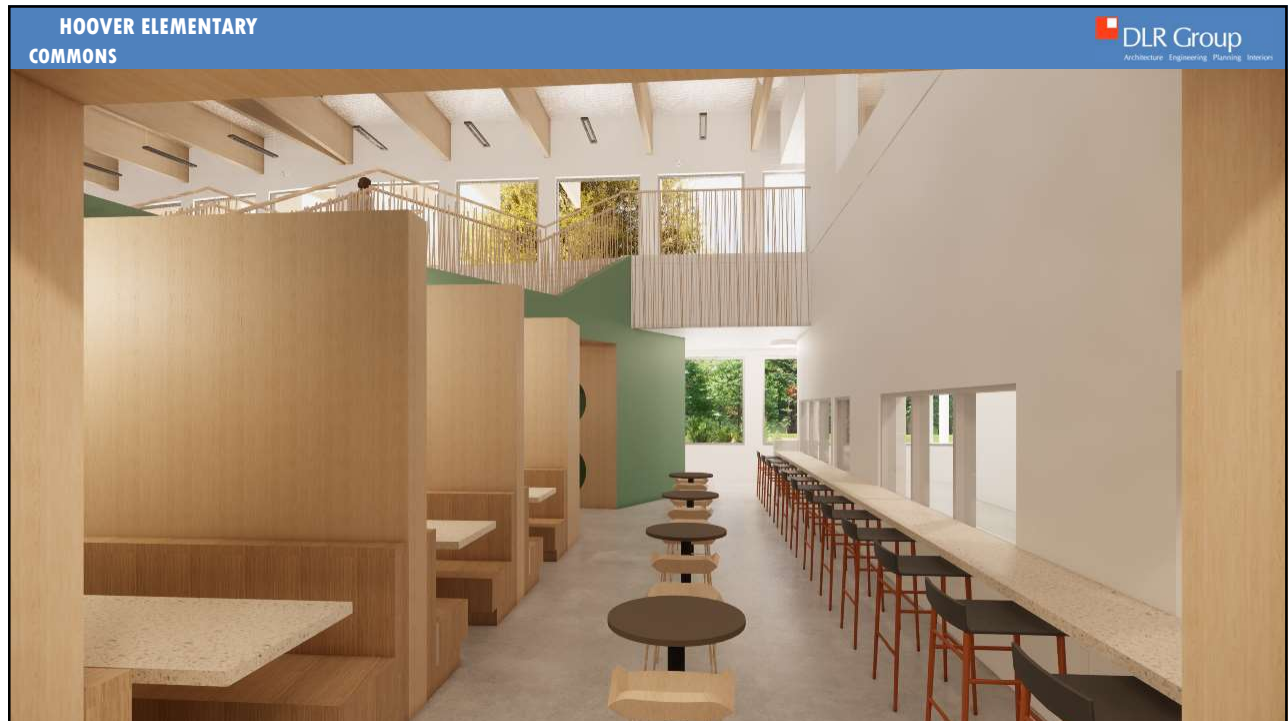
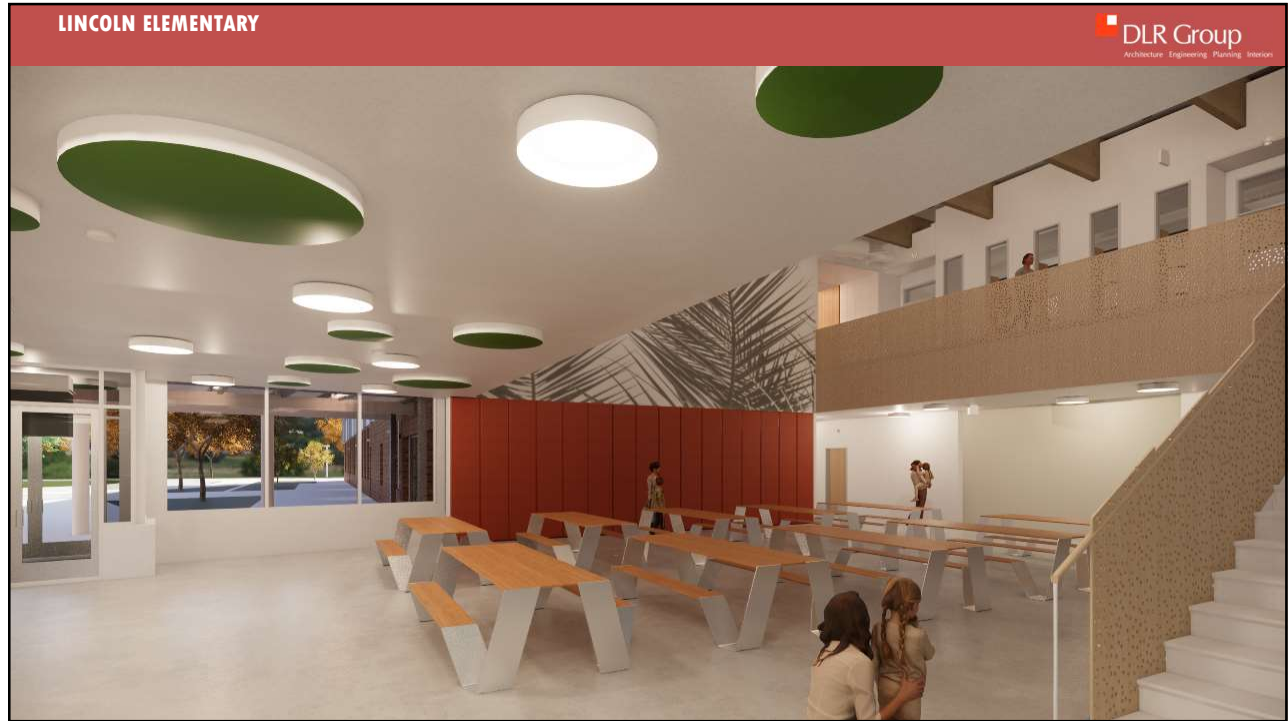
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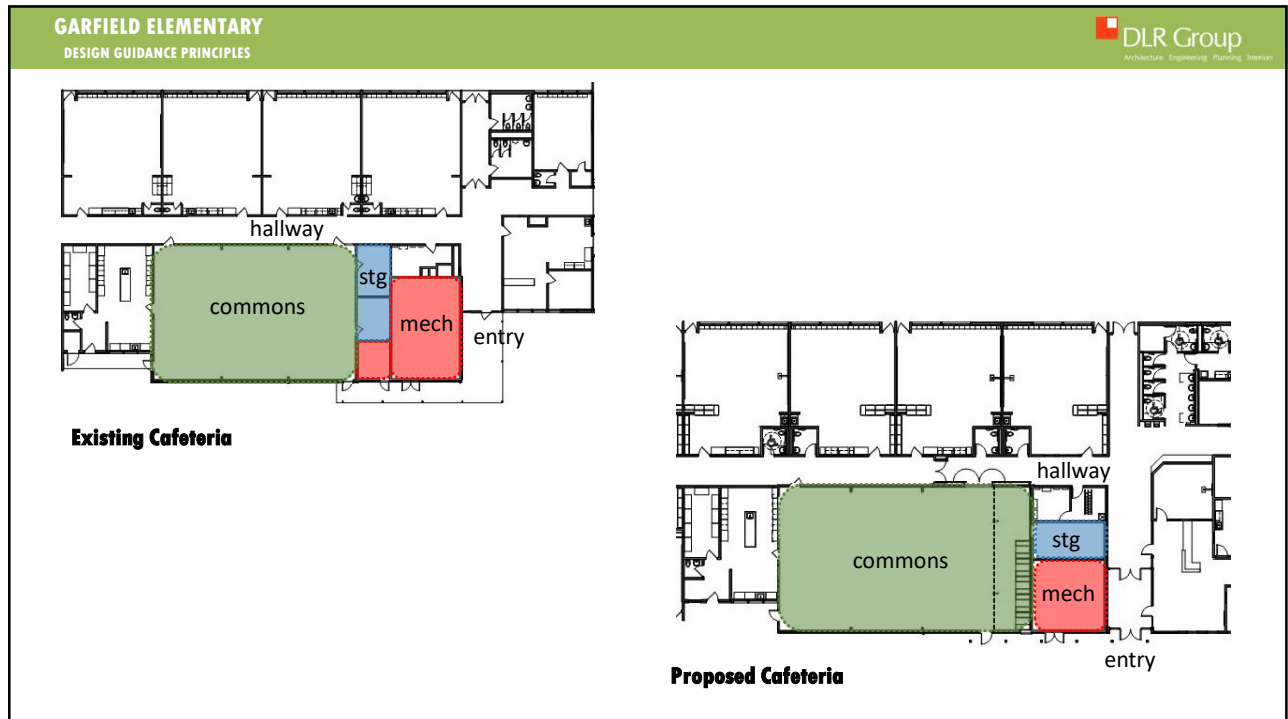
**DRAFT CONCEPT**

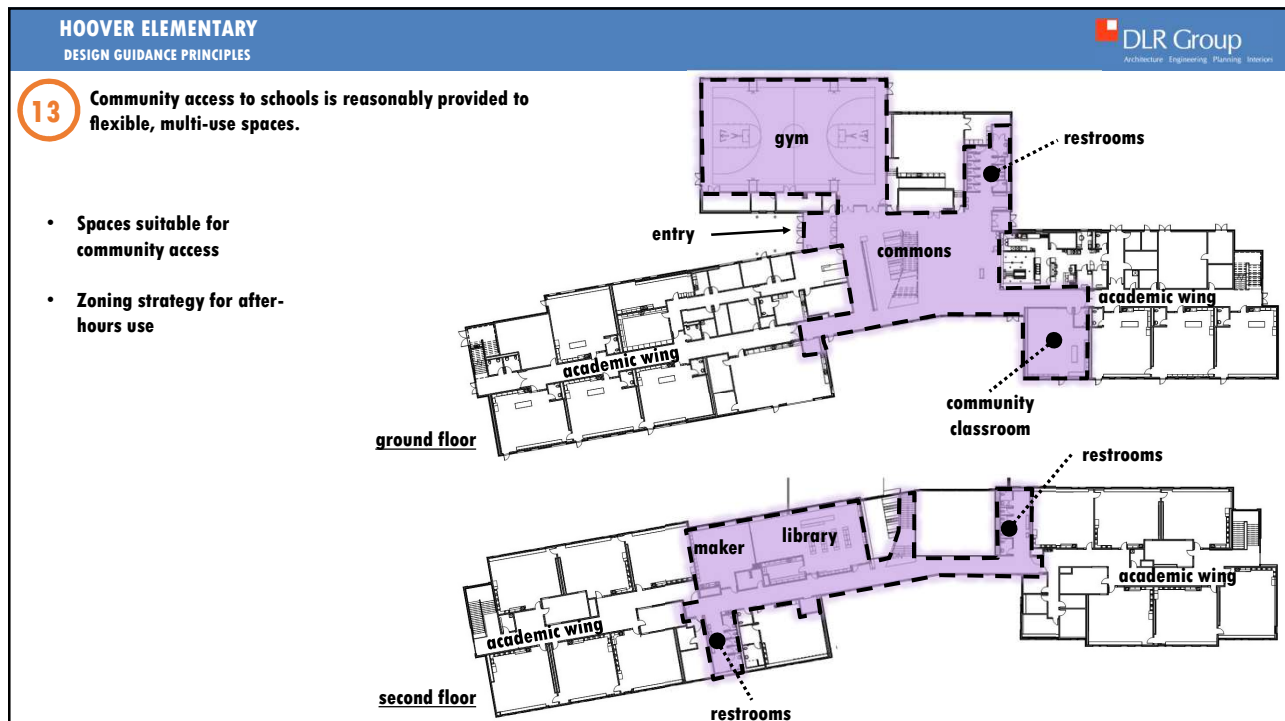
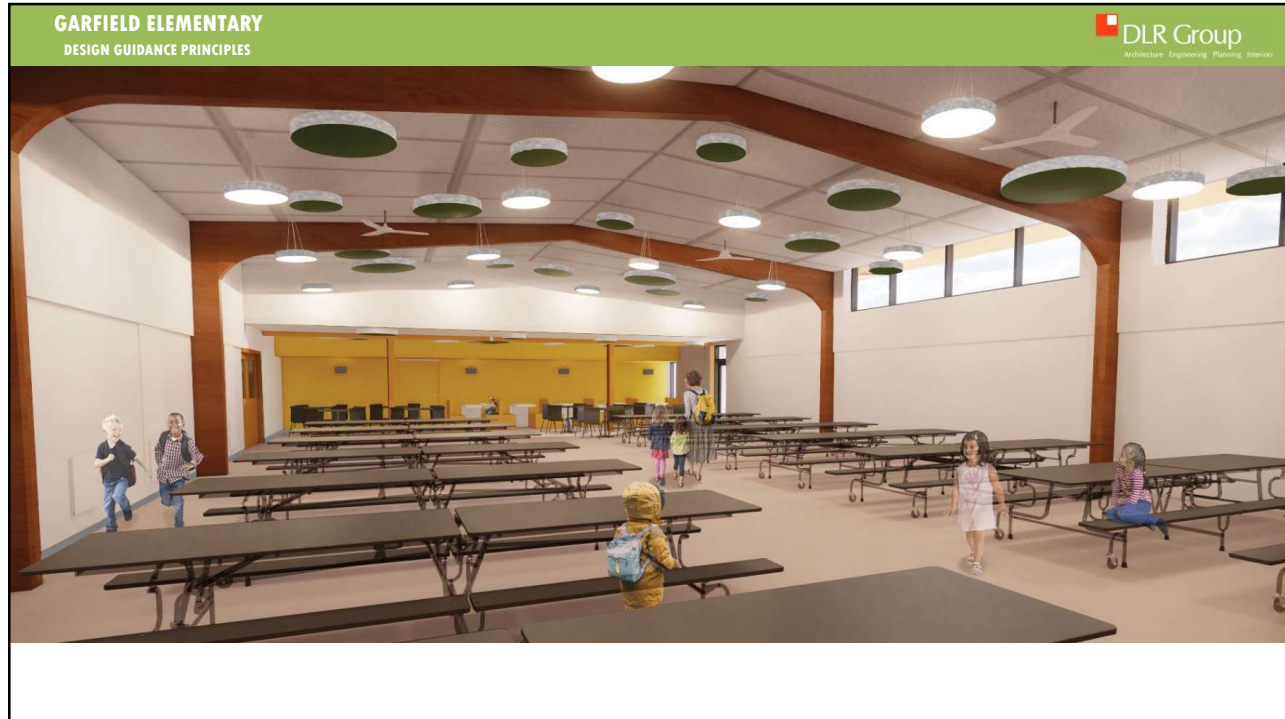
main entry











**LINCOLN ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**13** Community access to schools is reasonably provided to flexible, multi-use spaces.

- Spaces suitable for community access
- Zoning strategy for after-hours use

The floor plan for Lincoln Elementary shows two levels: the ground floor and the second floor. On the ground floor, a central 'entry' is highlighted in purple. To its left is a 'community classroom' and to its right is a 'commons' area, both also highlighted in purple. Further right is a 'gym' and 'restrooms'. An 'academic wing' extends to the right. The second floor plan shows a similar layout with 'restrooms' and 'academic wing' labels.

**GARFIELD ELEMENTARY**  
DESIGN GUIDANCE PRINCIPLES

**13** Community access to schools is reasonably provided to flexible, multi-use spaces.

El acceso de la comunidad a las escuelas es provisto de manera razonable con espacios multiuso y flexibles

DRAFT CONCEPT

The draft concept floor plan for Garfield Elementary shows a layout with several key areas highlighted in purple. On the left is a 'Multi-use cafeteria' with a 'Multi-use entry' arrow pointing up. In the center is a 'flex class' room with a 'main entry' arrow pointing up. To the right is a large 'Gym' with an 'off-hours entry' arrow pointing left. Above the gym are rooms labeled '4-5' and below it are rooms labeled '2-3'. Restrooms ('rr') are located near the gym and flex class. The plan is labeled 'DRAFT CONCEPT'.

**Corvallis School District**

**Hoover Elementary School**

**Lincoln Elementary School**

**Garfield Elementary School**

School Board Meeting 10.10.19





**Corvallis**  
SCHOOL DISTRICT

VIII. STUDENT SUCCESS ACT PLANNING (8:15 p.m.)\*



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Olivia Meyers Buch, Finance and Operations Director  
Meeting Date: October 10, 2019

### Student Success Act Planning

### NO ACTION REQUIRED

The Student Success Act (SSA) marks a turning point for education in Oregon. When fully implemented, schools across the state will receive an additional \$1 billion investment to provide new opportunities for every student in our state, particularly students who have been historically underserved.

#### Student Investment Account

The SSA dedicates at least half of its funding to a newly established Student Investment Account (SIA) that will be distributed as non-competitive grants to all Oregon school districts and eligible charter schools. Through the SIA, the Corvallis School District is expected to receive about \$5 million per year starting with the 2020-21 school year. This funding has two purposes:

1. Meet students' mental and behavioral health needs
2. Increase academic achievement and reduce academic disparities for:
  - Students of color
  - Students with disabilities
  - Emerging bilingual students
  - Students navigating poverty, homelessness, and foster care; and other students that have historically experienced disparities in our schools.

#### Community Engagement

The SSA requires strategic and continuous improvement planning that includes authentic needs assessment, engagement and data review processes. The first step is completing a needs assessment, which must address the five priority areas identified in the SSA:

- Reducing academic disparities for students.
- Meeting students' mental or behavioral health needs.
- Providing equitable access to academic courses.
- Allowing teachers and staff to have sufficient time to collaborate with other teachers and staff; review data on students' grades, absences and discipline, based on school and on grade level or course; and develop strategies to ensure that at-risk students stay on track to graduate.
- Strengthening partnerships.

Local needs assessment and engagement processes will inform the district's Continuous Improvement Plan (CIP) and application for SIA funds.

### [Student Investment Account Grants](#)

To receive grant money from the Student Investment Account (SIA), all Oregon school districts and eligible charter schools will be expected to meet the strategic planning, needs assessment and authentic engagement requirements. All grant requests must have a spending plan focused in *any, some or all* of the four allowable use categories:

#### **Reducing Class Size**

- Use evidence-based criteria to ensure appropriate student-teacher ratios or staff caseloads;
- This may include increasing the use of instructional assistants.

#### **Well-Rounded Education**

- Developmentally appropriate and culturally responsive early literacy practices and programs in pre-K through third grade.
- Culturally responsive programs and practices in grades 6-8, including learning, counseling and student support that is connected to colleges and careers.
- Broadened curricular options at all grade levels including: Art, Music, PE, STEM, CTE, engaging electives, accelerated, dual credit, IB, AP, Life Skills, TAG, dropout and prevention programs, and transition supports.
- Access to licensed educators with a library media endorsement.

#### **Instructional Time**

- More hours and/or days.
- Summer programs; before or after school programs.
- Technological investments that minimize class time used for assessments administered to students.

#### **Health & Safety**

- Social and emotional learning, trauma-informed practices; student mental and behavioral health.
- Improvement to organizational structures that lead to better interpersonal relationships at the school; improvement to teaching and learning practices.
- More school health professionals and assistants.
- Facility improvements directly related to improving health or safety.

During the Board meeting, staff will outline the Student Success Act planning process and community engagement plan, which will include community forums, meetings with stakeholder groups, online surveys, and feedback loops.

# STUDENT SUCCESS ACT

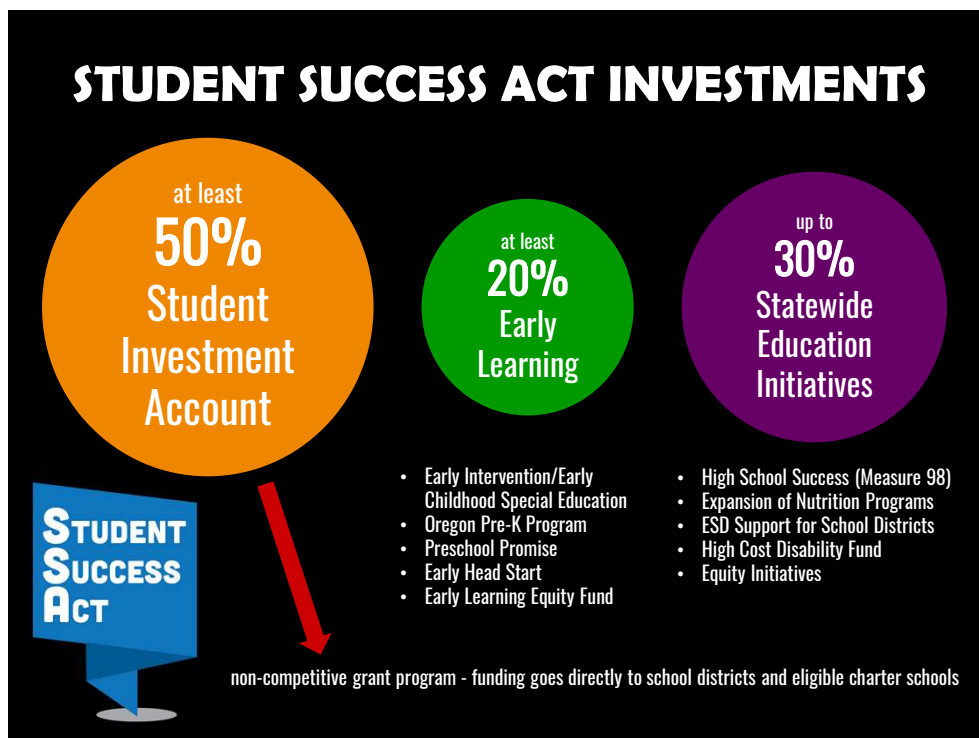
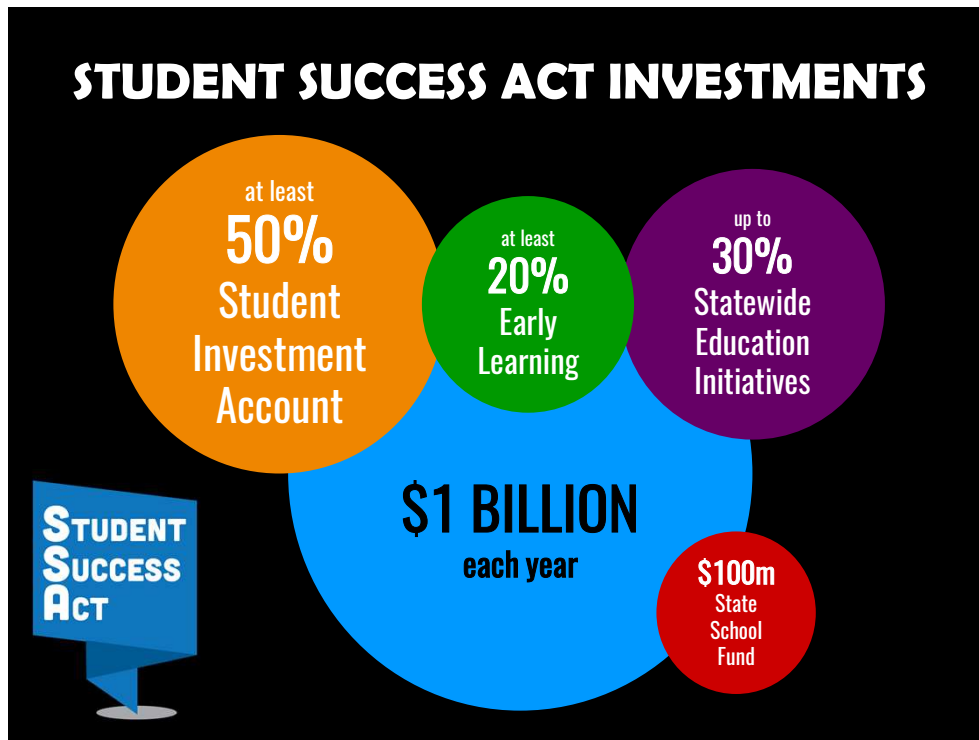
## Community Engagement & Plan Development

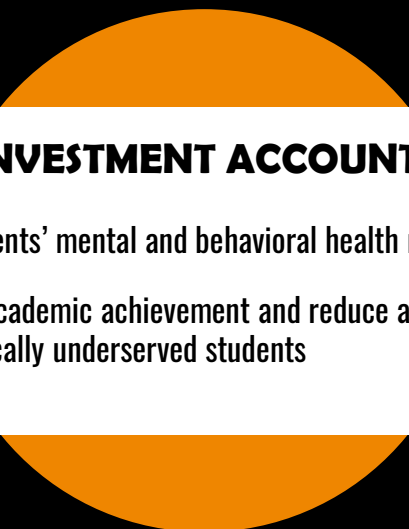
Corvallis School District  
October 10, 2019



**historic opportunity for Oregon schools to improve outcomes for students who have been historically underserved**







**STUDENT INVESTMENT ACCOUNT PURPOSE:**

- 1 Meet students' mental and behavioral health needs
- 2 Increase academic achievement and reduce academic disparities for historically underserved students



**requires strategic and continuous improvement planning that includes needs assessment, engagement and data review processes**



### ALLOWABLE USES

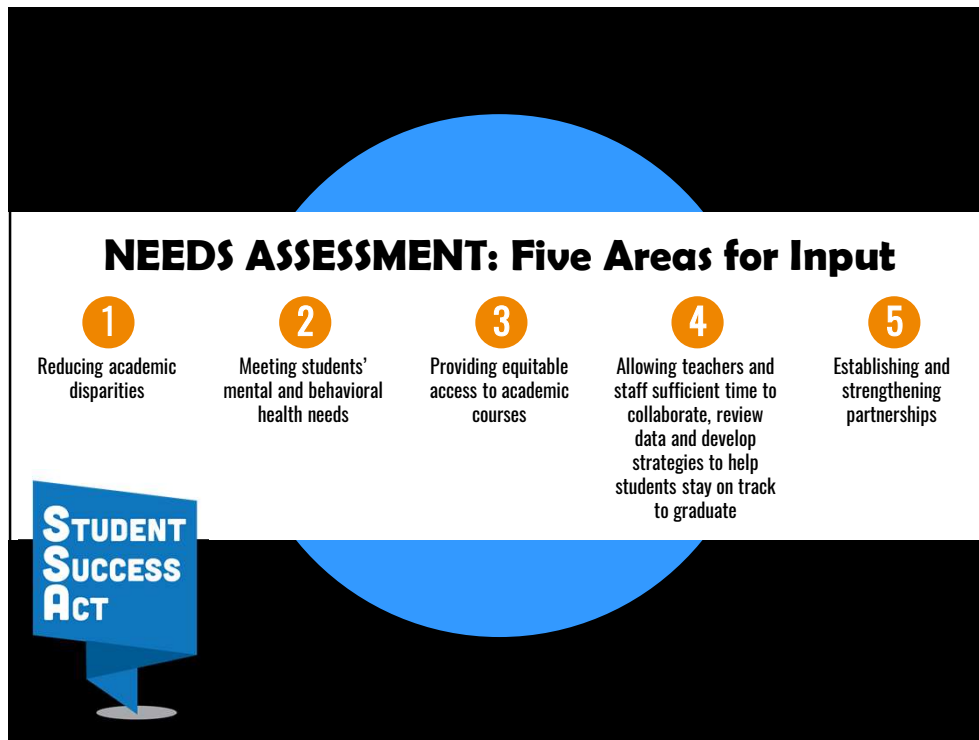
- Reducing Class Size
- Well-Rounded Education
- Instructional Time
- Health & Safety

**STUDENT SUCCESS ACT**

### SSA STUDENT INVESTMENT ACCOUNT TIMELINE 2019-2020

- September - October: Community Engagement
- November - December: Continuous Improvement Plan
- January - February: Develop Student Investment Account Application
- March - April: Submit Student Investment Account Application
- May - June: Continue Community Engagement
- July - beyond: Work Together to Put Plan into ACTION

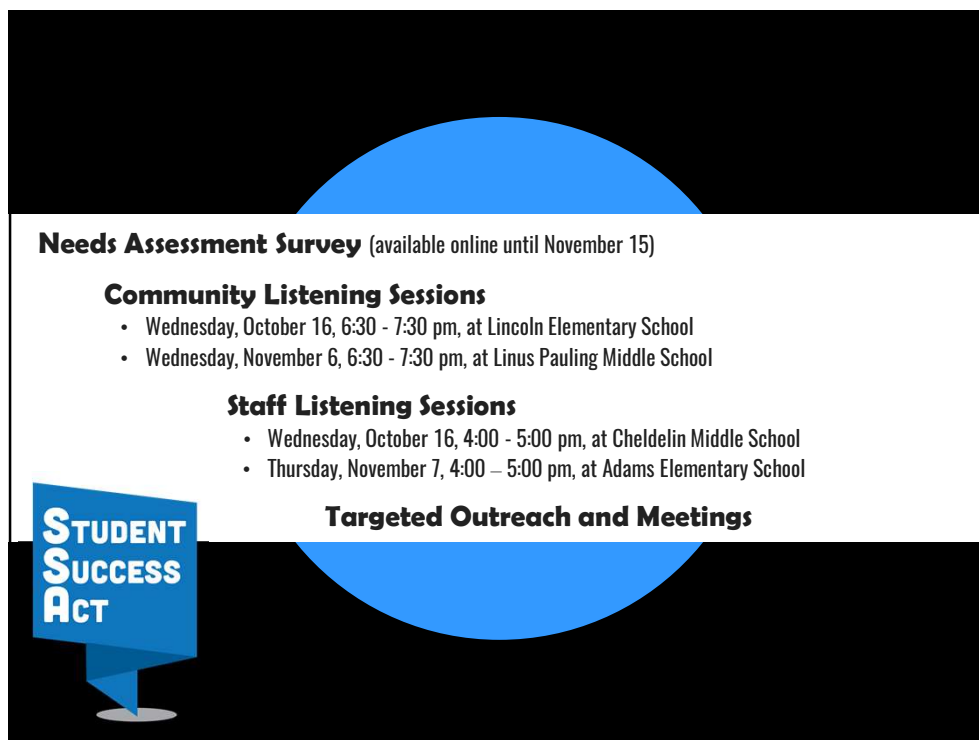
**STUDENT SUCCESS ACT**



**NEEDS ASSESSMENT: Five Areas for Input**

- 1** Reducing academic disparities
- 2** Meeting students' mental and behavioral health needs
- 3** Providing equitable access to academic courses
- 4** Allowing teachers and staff sufficient time to collaborate, review data and develop strategies to help students stay on track to graduate
- 5** Establishing and strengthening partnerships

**STUDENT SUCCESS ACT**



**Needs Assessment Survey** (available online until November 15)

**Community Listening Sessions**

- Wednesday, October 16, 6:30 - 7:30 pm, at Lincoln Elementary School
- Wednesday, November 6, 6:30 - 7:30 pm, at Linus Pauling Middle School

**Staff Listening Sessions**

- Wednesday, October 16, 4:00 - 5:00 pm, at Cheldelin Middle School
- Thursday, November 7, 4:00 - 5:00 pm, at Adams Elementary School

**Targeted Outreach and Meetings**

**STUDENT SUCCESS ACT**

**Questions?**

- November 14, 2019 – Review Continuous Improvement Plan (CIP)
- February 6, 2020 – Review Student Investment Account Application
- April 9, 2020 – Approve Student Investment Account Grant Agreement

Future Board Meetings

STUDENT  
SUCCESS  
ACT



# Corvallis

SCHOOL DISTRICT

- IX. CONSOLIDATED ACTION (8:45 p.m.)\*
  - IX.A. Minutes
    - IX.A.1. September 4, 2019

**MINUTES**  
Special Meeting of the  
**BOARD OF DIRECTORS**  
Corvallis School District 509J

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 5:59 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

<u>BOARD MEMBERS PRESENT</u>	<u>EXECUTIVE STAFF PRESENT</u>
Vincent Adams Sami Al-AbdRabbuh, Chair Tina Baker Jay Conroy* Sarah Finger McDonald, Vice Chair Brandy Fortson Terese Jones <i>*Via speaker telephone</i>	Ryan Noss, Superintendent Melissa Harder, Assistant Superintendent Jennifer Duvall, Human Resources Director Olivia Meyers Buch, Finance and Operations Director

A quorum was present and due notice had been published.

**II. PLEDGE OF ALLEGIANCE**

Chair Al-AbdRabbuh led the Pledge of Allegiance.

**III. RATIFY CONTRACT WITH OREGON SCHOOL EMPLOYEES ASSOCIATION (OSEA)**

Superintendent Noss and Human Resources Director Jennifer Duvall referred to a report the Board received prior to the meeting. (The report is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.) The presenters responded to questions from Board members.

**MOTION:**

**It was moved by Director Fortson and seconded by Vice Chair Finger McDonald to approve the contract with OSEA for 2019-22, effective July 1, 2019. The motion was voted on and passed unanimously.**

#### **IV. SUPPORT FOR BENTON COUNTY 9-1-1 SERVICE DISTRICT**

Director Adams referred to a report the Board received prior to the meeting, and responded to questions from the rest of the Board. (The report is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

**MOTION:**

**It was moved by Vice Chair Finger McDonald and seconded by Director Jones that the Corvallis School Board Chair shall, as needed, communicate the Board's endorsement for Measure 2-124 Establish Benton County Service District for 911 Emergency Communications Services, and has the authority to sign documents to this effect.**

Director Adams explained for the new Board members' benefit that school boards have the prerogative to support political measures. He said if the 9-1-1 service district is approved it will have a substantive positive impact on children both at home and in school.

Director Fortson echoed support for the motion and shared an anecdote regarding a delay in receiving emergency services.

**The motion was voted on and passed unanimously.**

#### **V. BOARD MEMBER COMMENTS**

Board members shared positive stories about their kids' first day of school.

Superintendent Noss expressed appreciation that Directors Baker and Fortson were able to attend the school year kickoff and professional learning day for the 900 staff members of the District. Mr. Noss shared information about the events of the day and offered words of thanks for the many community partners that helped create a successful event. Director Fortson reported favorably on training they attended that day regarding trauma informed care and Adverse Childhood Experiences (ACEs).

Vice Chair Finger McDonald said one of the student teachers at Garfield this year is a former Garfield student.

Director Adams said a group of moms of secondary-level students contacted him with a request to tighten up Board policy language around cell phone access. Superintendent Noss pointed out that access to cell phones has much gray area and cautioned the Board to keep in mind the ramifications of any potential policy changes.

Director Conroy expressed appreciation for all of the people who worked on negotiations for both association contracts.

Director Conroy referenced discussions the Board had at its August retreat regarding creating transformational policy, and offered academic achievement and financial assuredness as possible topics for consideration in that regard.

Director Adams asked that a future agenda include time for Board members to discuss their reflections from the August retreat. Superintendent Noss said Board discussion regarding goals is planned for a future agenda and suggested using that time for retreat reflections.

Chair Al-AbdRabbuh said he would be reaching out to Board members regarding District committee and work group assignments.

## **VI. ADJOURNMENT**

There being no further business before the Board, Chair Al-AbdRabbuh adjourned the meeting at 6:21 p.m.

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Sami Al-AbdRabbuh, Board Chair

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Ryan Noss, Superintendent

Prepared By: Julie Catala

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# Corvallis

SCHOOL DISTRICT

IX.A.2. September 12, 2019

**MINUTES**  
 Business Meeting of the  
**BOARD OF DIRECTORS**  
 Corvallis School District 509J

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:31 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

<p><u>BOARD MEMBERS PRESENT</u>                  Vincent Adams                  Sami Al-AbdRabbuh, Chair                  Jay Conroy                  Sarah Finger McDonald, Vice Chair                  Brandy Fortson                  Terese Jones</p> <p><u>BOARD MEMBERS EXCUSED</u>                  Tina Baker</p>	<p><u>EXECUTIVE STAFF PRESENT</u>                  Ryan Noss, Superintendent                  Melissa Harder, Assistant Superintendent                  Jennifer Duvall, Human Resources Director                  Olivia Meyers Buch, Finance and Operations Director</p>
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A quorum was present and due notice had been published.

**II. PLEDGE OF ALLEGIANCE**

Chair Al-AbdRabbuh led the Pledge of Allegiance.

**III. BOARD MEMBER REPORTS**

Board members provided brief updates regarding various activities in which they engaged during the past month.

**IV. SUPERINTENDENT'S REPORT**

Superintendent Noss introduced several new administrators. He offered highlights from the work done over the summer, as well as information regarding current and future initiatives. (The Superintendent's report is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

**V. PUBLIC/STAFF COMMENT**

Paula Leslie of Corvallis expressed curiosity regarding the District's abilities to track whether the efforts to support students' mental health are reducing the stigma and reducing suicide, and

whether there is a plan to identify potential high-risk students. She added that many kids are very hesitant to bring up the subject and sometimes don't say anything about it.

#### **VI. BOND PROGRAM UPDATE**

Dale Kuykendall and Patrick Linhart, senior project managers with Wenaha Group, referred to a report provided before the meeting and gave a slide presentation. (The report and presentation slides are posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.) The presenters responded to questions from Board members.

#### **VII. BOUNDARY REVIEW TASK FORCE CHARTER**

Assistant Superintendent Melissa Harder referred to a report provided before the meeting, and responded to questions from Board members. (The report is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

#### **VIII. REVIEW 2018-19 SCHOOL BOARD NORMS**

The Board reviewed the existing School Board Norms. No changes were recommended. The Norms will be re-adopted for 2019-20 at a later date.

#### **IX. REVIEW 2018-19 BOARD AND SUPERINTENDENT WORKING AGREEMENTS**

The Board suggested changes to the existing Board and Superintendent Working Agreements. Those revisions will be brought to the Board for action at a later date.

#### **X. REVIEW 2018-2023 BOARD GOALS AND STRATEGIES**

Board members requested a variety of changes to the 2018-2023 Board Goals and Strategies but consensus was not reached on the final language for some of the goals. Due to the lateness of the hour, the Board asked Superintendent Noss to use the input given and return to the Board at a later date with suggested language.

#### **XI. CONSOLIDATED ACTION**

##### **MOTION:**

**It was moved by Director Adams and seconded by Director Conroy to approve the Consolidated Action items. The motion was voted on and unanimously approved.**

The Board approved the following items:

- A. Minutes** – August 15, 2019; August 22, 2019

**B. Licensed Personnel Action** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

**C. Declare Vacancies on Budget Committee** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

Director Adams expressed appreciation for the citizen members of the Budget Committee and encouraged Ms. Foss, Mr. McCullough, and Ms. Bremser to consider reapplying for the committee.

**D. Oregon School Boards Association Promise Scholarship Program** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

## **XII. CONSOLIDATED INFORMATION**

The Board received the following information:

**A. Non-Licensed Personnel Information** – (This document is posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

## **XIII. BOARD MEMBER COMMENTS**

Director Adams' requests for future agenda topics included:

- Expanded budget process, including greater community engagement.
- Students experiencing homelessness.
- Libraries.
- Dual language immersion.

Director Adams asked if a Board member would be willing to attend, just as an audience member, meetings of the Home, Opportunity, Planning, and Equity Council. Director Fortson volunteered.

Director Adams expressed concern about the practice some teachers have of assigning parents to provide snacks for their classroom; not every family can afford to do, which creates an equity issue. Directors Fortson and Jones echoed the concern.

Director Fortson said they heard from approximately 10 LGBTQ+ students who have expressed interest in attending School Board meetings, which is a clear indication that the students are aware of the Board's ongoing efforts.

Director Jones' requests for future agenda topics included:

- Fostering more engagement with families that are experiencing homelessness.
- Changes in the Breakfast in the Classroom program. (Vice Chair Finger McDonald and Director Fortson echoed this request.)

Director Conroy advised his fellow Board members to notify the principal and/or superintendent in advance when planning to visit a school in their official capacity.

Director Conroy suggested that academic achievement could be one of the transformational policies the Board could take on. Superintendent Noss noted that the transformational policy the Board will take on this year is around dress code, based on the Board's previous indication that it was a priority.

Conversation took place regarding the Board-School Liaison program and whether to continue it in its current form, modify it, or discontinue it. Superintendent Noss said he received input that involvement differs by Board member; were the program to continue, it would need more structure.

The Board also discussed the possibility of designating official Board liaisons to a broad array of community groups in order to increase community engagement. Chair Al-AbdRabbuh asked Board members to send him suggestions for community groups; he will create a draft of a guiding document for Board consideration at a later date.

#### **XIV. ADJOURNMENT**

There being no further business before the Board, Chair Al-AbdRabbuh adjourned the meeting at 8:56 p.m.

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Sami Al-AbdRabbuh, Board Chair

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Ryan Noss, Superintendent

Prepared By: Julie Catala

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# Corvallis

SCHOOL DISTRICT

IX.A.3. September 26, 2019

**MINUTES**  
Special Meeting of the  
**BOARD OF DIRECTORS**  
Corvallis School District 509J

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:04 p.m. in the Board Room of the Central Administration Building, 1555 SW 35th Street, Corvallis, OR 97333. The secretary recorded those present as listed below.

<u>BOARD MEMBERS PRESENT</u>	<u>EXECUTIVE STAFF PRESENT</u>
Vincent Adams* Sami Al-AbdRabbuh, Chair Tina Baker Jay Conroy Sarah Finger McDonald, Vice Chair Brandy Fortson Terese Jones <i>*Via video conference</i>	Ryan Noss, Superintendent Melissa Harder, Assistant Superintendent

A quorum was present and due notice had been published.

**II. PLEDGE OF ALLEGIANCE**

Vice Chair Finger McDonald led the Pledge of Allegiance.

**III. SESSION 1 TRAINING -- OREGON SCHOOL BOARDS ASSOCIATION PROMISE SCHOLARSHIP PROGRAM**

The Corvallis School District was selected for the 2019-20 Oregon School Boards Association (OSBA) Promise Scholarship Program (PSP). The program includes 18 hours of professional development through which Board members will gain valuable insight into their role of improving student achievement. Upon successful completion of the PSP, the Corvallis School District will earn a \$5,000 scholarship to distribute to one or more students.

Kristin Miles of OSBA facilitated the training with the aid of a slide presentation. (The presentation slides are posted online with the informational packet of this meeting and will be filed with the official 2019-20 Board records.)

**IV. BOARD MEMBER COMMENTS**

No comments were offered for the record.

**V. ADJOURNMENT**

There being no further business before the Board, Chair Al-AbdRabbuh adjourned the meeting at 8:05 p.m.

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Sami Al-AbdRabbuh, Board Chair

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Ryan Noss, Superintendent

Prepared By: Julie Catala

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UNADOPTED MINUTES



# Corvallis

SCHOOL DISTRICT

- X. CONSOLIDATED INFORMATION
  - X.A. Non-Licensed Personnel Information



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Jennifer Duvall, Human Resources Director  
Meeting Date: September 12, 2019

### **Non-licensed Personnel Information**

### **NO ACTION REQUIRED**

#### Recommendation to Hire

Isabel Cabrera: Educational Assistant Life Skills, 7.25 hours, Corvallis High School, effective September 4, 2019 (Regular/Probationary)

Lady Carolina Tavaréz Varela: Educational Assistant 2/Bilingual, 5 hours, Garfield Elementary, effective September 4, 2019 (Regular/Probationary)

Daniel Elliott: Information Services Technical Support 1, 8 hours, Garfield and Lincoln Elementary effective September 16, 2019 (Regular/Probationary)

Michael Sloan: Information Services Technical Support 1, 8 hours, Linus Pauling Middle School effective September 6, 2019 (Regular/Probationary)

Elinor Manoogian-O'Dell: Educational Assistant Life Skills, 7 hours, Mt. View Elementary, effective September 5, 2019 (Regular/Probationary)

Susan Jackson: Food Service Assistant, 3.5 hours, Cheldelin Middle School, effective September 11, 2019 (Regular/Probationary)

Susan Sisson: Educational Assistant Life Skills, 7.25 hours, Corvallis High School, effective September 9, 2019 (Limited Term)

Tessa Meyer: Administrative Assistant 1, 8 hours, Linus Pauling Middle School, effective September 3, 2019 (Regular/Probationary)

Brandi Elliott: Educational Assistant 2, 6.5 hours, Franklin Elementary, effective September 4, 2019 (Regular/Probationary)

Kaylynn Warnecke: Educational Assistant 2, 4 hours, Hoover Elementary, effective September 4, 2019 (Limited Term)

Jamie Sajovic: Student Behavior Support 2 (4 hours), Educational Assistant 2 (4 hours), Harding Center, effective September 4, 2019 (Regular/Probationary)

Lauren DeSantis: Educational Assistant 3 (3.75 hours), Educational Assistant 2 (3.25 hours), Crescent Valley High School, effective September 4, 2019 (Regular/Probationary)



# Corvallis

## SCHOOL DISTRICT

Jamie Vorce: Educational Assistant 2 (4 hours), Health Service Assistant (2 hours), Adams Elementary, effective September 4, 2019 (Regular/Probationary)

Hailey Hetterick: Educational Assistant 2, 3 hours, Hoover Elementary, effective September 4, 2019 (Limited Term)

Brooklyn Scholz: Educational Assistant 2, 6.5 hours, Cheldelin Middle School, effective August 27, 2019 (Regular/Probationary)

Jennifer Pointer: Educational Assistant 2, 6.5 hours, Hoover Elementary, effective August 27, 2019 (Limited Term)

Noriko Seiner: Food Service Assistant, 4 hours, Linus Pauling Middle School and Lincoln Elementary, effective September 4, 2019 (Regular/Probationary)

Meika Vingelen: Educational Assistant 2, 6.5 hours, Garfield and Franklin Elementary, effective August 27, 2019 (Regular/Probationary)

Monica Alvarez Rivera: Educational Assistant 2, 6.5 hours, Lincoln Elementary, effective August 27, 2019 (Regular/Probationary)

Vicky Lynn Sullivan: Educational Assistant 2 (3 hours Limited term), Health Service Assistant (2 hours Regular/Probationary), Hoover Elementary, effective August 27, 2019)

Redhelle Huffman: Educational Assistant 2, 6.5 hours, Crescent Valley High School, effective August 27, 2019 (Regular/Probationary)

Ystina Cesca: Educational Assistant 2, 4 hours, Cheldelin Middle School, effective August 29, 2019 (Regular/Probationary)

Jacob Williams: Fiscal Clerk2/OM, 8 hours, District Office, effective September 3, 2019 (Regular/Probationary)

Joan Board: Custodian, 8 hours, District Office, effective September 4, 2019 (Regular/Probationary)

Nicholas Leonard: Custodian, 8 hours, District Office, effective September 10, 2019 (Regular/Probationary)

Alexandrea Brickey: Educational Assistant Life Skills, 7 hours, Linus Pauling Middle School effective September 4, 2019 (Regular/Probationary)

Ira James: Educational Assistant Life Skills, 7 hours, Corvallis High School, effective September 6, 2019 (Regular/Probationary)



# Corvallis

## SCHOOL DISTRICT

Trent Thompson: Educational Assistant 2, 6.5 hours, Cheldelin Middle School, effective August 27, 2019 (Regular/Probationary)

Jamie Asunsolo: Educational Assistant 2, 6.5 hours, Crescent Valley High School, effective August 27, 2019 (Regular/Probationary)

Amanda Ellis: Educational Assistant 2, 6.5 hours, Cheldelin Middle School, effective August 27, 2019 (Regular/Probationary)

Jamie Mann: Educational Assistant 2, 4 hours, Wilson Elementary, effective August 27, 2019 (Regular/Probationary)

Elizabeth Juarez: Student Behavior Support 2, 5 hours, Lincoln Elementary, effective August 27, 2019 (Regular/Probationary)

Nicki Bezanson: Educational Assistant Life Skills, 7 hours, Jefferson Elementary, effective September 4, 2019 (Regular/Probationary)

Jolie Richard: Educational Assistant 2 (1.5 hours), Health Service Assistant (5.5 hours), Cheldelin Middle School, effective August 27, 2019 (Regular/Probationary)

Julie Reidy: Educational Assistant 2, 4 hours, Jefferson Elementary, effective August 27, 2019 (Regular/Probationary)

Danielle Dunne: Educational Assistant 2 (2 hours), Health Service Assistant (2 hours), Administrative Assistant 1 (1 hour), Mt. View Elementary, effective August 27, 2019 (Regular/Probationary)

Nicholas Oszaczky: Warehouse Delivery, 4 hours, District Office, effective September 4, 2019 (Regular/Probationary)

Elizabeth Kaney: Educational Assistant Life Skills, 7.25 hours, Corvallis High School, effective September 4, 2019 (Regular/Probationary)

Lizabeth De La Torre: Educational Assistant 2, 6 hours, Garfield Elementary, effective August 27, 2019 (Regular/Probationary)

Antonia Cassell: Educational Assistant 2, 5 hours, Mt. View Elementary, effective August 27, 2019 (Regular/Probationary)

Sarah Talvi Duncan: Educational Assistant 2, 6 hours, Jefferson Elementary, effective August 27, 2019 (Regular/Probationary)



# Corvallis

## SCHOOL DISTRICT

Gavin Lorens: Student Behavior Support 2, 7 hours, Garfield Elementary, effective August 27, 2019 (Regular/Probationary)

Anastasia John: Educational Assistant 2 (.50 hours), Assessment Technician (6.5 hours), Linus Pauling Middle School, effective August 27, 2019 (Regular/Probationary)

Liam Reardon: Food Service Assistant, 2 hours, Central Kitchen, effective September 4, 2019 (Regular/Probationary)

Amanda Meade: Educational Assistant 2, 6 hours, Mt. View Elementary, effective August 27, 2019 (Regular/Probationary)

### Termination/Resignation/Layoff/Retirement

Emily Quaka: Administrative Assistant 2/OM, 8 hours, District Office/Technology Department, Effective August 20, 2019 (Resignation)

Reem Alharchan: Educational Assistant 2 (4 hours), Health Service Assistant (2 hours), Adams Elementary, effective June 30, 2019 (Resignation)

Paul Wickliffe: Information Services Tech Support 1, 8 hours, Garfield and Lincoln Elementary effective August 30, 2019 (Resignation)

Benjamin Davalos: Educational Assistant 2, 6.5 hour, Linus Pauling Middle School, effective September 6, 2019 (Resignation)

Amy Covey: Food Service Specialist, 4 hours, Central Kitchen, effective June 30, 2019 (Resignation)

Jeremy Randolph-Flagg: Educational Assistant 2, 3 hours, Crescent Valley High School, effective June 30, 2019 (Resignation)

Isaiah DeVyldere: Educational Assistant 2, 3.5 hours, Linus Pauling Middle School, effective June 30, 2019 (Resignation)

Hannah Haun: Educational Assistant 2, 7.5 hours, Linus Pauling Middle School, effective June 30, 2019 (Resignation)

Molly Wiersma: Educational Assistant 2, 3 hours, Hoover Elementary, effective June 30, 2019 (Resignation)

Nancy Falcon-Ruiz: Educational Assistant Life Skills, 7 hours, Linus Pauling Middle School, effective June 30, 2019 (Resignation)



# Corvallis

SCHOOL DISTRICT

X.B. Unaudited Financial Statements - July 31, 2019 and August 31, 2019



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Olivia Meyers Buch, Finance and Operations Director  
Meeting Date: October 10, 2019

### **July Financial Statements (Unaudited)**

**NO ACTION REQUIRED**

#### Background

The Statement of Resources and Requirements for the General Fund for the period ending July 31, 2018 and July 31, 2019 follow this report.

Year-to-date operating revenues through the end of July 2019 total \$6.6 million or 8.1% of total budgeted operating revenues as compared to \$6.2 million or 8.4% through the end of July 2018. As usual, revenues from the state school fund constitute the majority of funds received at this point in the year.

The beginning fund balance reflects an increase of \$0.9 million over the adopted budget of \$15.4 million. Overall, total resources in 2018-19 were 104.8% of budget while total expenditures were 98.3% of budget.

Year-to-date operating expenditures through the end of July 2019 total \$3.5 million or 4.2% of total budgeted operating expenditures as compared to \$2.5 million or 3.3% through the end of July 2018.

Projected resources and requirements through June 30, 2020 result in an ending fund balance of \$11.3 million, or 14.0% of projected operating revenues. The projected ending fund balance reflects a decrease in fund balance, or operating deficit, of \$5.1 million. All General Fund reserves are projected to be at or above the designations outlined in board policy on June 30, 2019.

Please contact me with questions or if you would like any additional information.

#### Supplementary Materials

1. Statements of Resources and Requirements as of July 31, 2018 and 2019
2. Schedule of Investments as of July 31, 2019
3. Schedule of Cash Disbursements greater than or equal to \$1,000 for the period of July 1 – July 31, 2019

Corvallis School District 509J  
Statement of Resources and Requirements  
Fiscal Year to Date as of July 31, 2018 and 2019 Respectively (Unaudited)

**General Fund**

	FY 2018-19					FY 2019-20				
	Amended	Actuals Thru	% of	Actuals Thru	% of	Adopted	Actuals Thru	% of	Projected Thru	% of
	Budget	07/31/2018	Budget	06/30/2019	Budget	Budget	07/31/2019	Budget	06/30/2020	Budget
<b>RESOURCES</b>										
State School Fund Formula Revenue										
State School Fund - General Support	\$ 36,569,504	\$ 6,187,813	16.9%	\$ 35,706,867	97.6%	\$ 39,643,398	\$ 6,614,749	16.7%	\$ 39,617,053	99.9%
Property Taxes Levied by District	27,842,602	-	0.0%	29,158,432	104.7%	29,459,522	-	0.0%	29,182,733	99.1%
Common School Fund	692,493	-	0.0%	1,029,035	148.6%	649,329	-	0.0%	649,272	100.0%
County School Funds	160,000	-	0.0%	325,089	203.2%	260,000	-	0.0%	260,000	100.0%
Local Option Taxes Levied by District	6,533,657	-	0.0%	7,191,010	110.1%	7,960,309	-	0.0%	7,883,657	99.0%
Earnings on Investments	275,000	-	0.0%	1,087,073	395.3%	500,000	-	0.0%	600,000	120.0%
Other	1,374,000	5,670	0.4%	2,477,302	180.3%	2,902,280	4,580	0.2%	2,648,526	91.3%
<b>Total Operating Revenues</b>	<b>\$ 73,447,256</b>	<b>\$ 6,193,483</b>	<b>8.4%</b>	<b>\$ 76,974,809</b>	<b>104.8%</b>	<b>\$ 81,374,838</b>	<b>\$ 6,619,329</b>	<b>8.1%</b>	<b>\$ 80,841,241</b>	<b>99.3%</b>
Beginning Fund Balance	\$ 14,680,682	\$ 14,680,682	100.0%	\$ 14,680,682	100.0%	\$ 15,429,889	\$ 16,373,874	106.1%	\$ 16,373,874	106.1%
<b>TOTAL RESOURCES</b>	<b>\$ 88,127,938</b>	<b>\$ 20,874,166</b>	<b>23.7%</b>	<b>\$ 91,655,491</b>	<b>104.0%</b>	<b>\$ 96,804,727</b>	<b>\$ 22,993,203</b>	<b>25.1%</b>	<b>\$ 97,215,115</b>	<b>100.4%</b>
<b>REQUIREMENTS</b>										
Salaries	\$ 38,369,511	\$ 608,192	1.6%	\$ 37,656,035	98.1%	\$ 40,149,710	\$ 679,086	1.7%	\$ 40,685,916	101.3%
Associated Payroll Costs	21,557,545	308,425	1.4%	20,429,023	94.8%	25,292,687	367,800	1.5%	25,497,352	100.8%
Purchased Services	10,235,681	320,625	3.1%	10,834,944	105.9%	12,556,466	375,123	3.0%	12,452,337	99.2%
Supplies and Materials	4,206,143	536,994	0.0%	4,615,855	0.0%	5,260,534	933,048	0.0%	5,498,323	104.5%
Capital Outlay	585,559	-	0.0%	265,814	0.0%	55,000	45,161	0.0%	53,900	98.0%
Other Objects	1,621,929	766,522	47.3%	1,479,947	91.2%	1,776,724	1,139,270	64.1%	1,741,190	98.0%
<b>Total Operating Expenditures</b>	<b>\$ 76,576,368</b>	<b>\$ 2,540,758</b>	<b>3.3%</b>	<b>\$ 75,281,617</b>	<b>98.3%</b>	<b>\$ 85,091,121</b>	<b>\$ 3,539,487</b>	<b>4.2%</b>	<b>\$ 85,929,018</b>	<b>101.0%</b>
Contingency	1,820,050	-		-		2,034,371	-		-	
Rainy Day Reserves	3,640,100	-		-		4,068,742	-		-	
Unappropriated Reserves	2,891,420	-		-		2,811,990	-		-	
Unappropriated Reserve (PERS)	3,200,000	-		-		2,798,503	-		-	
<b>TOTAL REQUIREMENTS</b>	<b>\$ 88,127,938</b>	<b>\$ 2,540,758</b>		<b>\$ 75,281,617</b>		<b>\$ 96,804,727</b>	<b>\$ 3,539,487</b>		<b>\$ 85,929,018</b>	
<b>ENDING FUND BALANCE</b>		<b>\$ 18,333,408</b>		<b>\$ 16,373,874</b>			<b>\$ 19,453,715</b>		<b>\$ 11,286,097</b>	
Contingency				1,924,370	2.5% *				2,021,031	2.5% *
Rainy Day Reserves				3,848,740	5.0% *				4,042,062	5.0% *
Unappropriated Reserves				7,400,763	9.6% *				4,042,062	5.0% *
Unappropriated Reserve (PERS)				3,200,000	4.2% *				1,180,942	1.5% *
<b>* Percent of Operating Revenue</b>				<b>16,373,874</b>	<b>21.3% *</b>				<b>11,286,097</b>	<b>14.0% *</b>

Corvallis School District 509J

Schedule of Investments

July 31, 2019

Type of Investment	Investment Date	Maturity/ Call Date	No. of Days	Bond		Par (Maturity) Value
				Equivalent Yield	Purchase Price	
U.S. Treasury Obligations:						
	08/07/18	10/15/19	435	2.371%	\$98.40	8,500,000
	08/07/18	11/30/19	481	2.396%	\$99.17	9,650,000
	08/07/18	12/15/19	496	2.424%	\$98.61	9,650,000
	08/07/18	01/15/20	527	2.445%	\$98.50	10,450,000
	08/07/18	06/15/20	679	2.512%	\$98.18	6,780,000
	08/07/18	07/15/20	709	2.531%	\$98.06	6,780,000
	08/07/18	08/15/20	740	2.546%	\$97.95	6,780,000
	08/07/18	10/15/20	801	2.559%	\$98.02	5,870,000
	08/07/18	11/15/20	832	2.570%	\$98.20	6,530,000
	08/07/18	01/15/21	893	2.584%	\$98.63	6,530,000
	08/07/18	05/15/21	1,013	2.605%	\$100.05	4,750,000
	08/07/18	07/15/21	1,074	2.624%	\$100.00	4,750,000
	12/17/18	08/15/21	948	2.670%	\$100.20	6,000,000
US Government-Sponsored Enterprises (Total):						
	08/07/18	08/15/19	374	2.323%	\$99.05	5,200,000
	08/07/18	09/12/19	402	2.343%	\$99.36	5,200,000
	08/07/18	02/11/20	554	2.494%	\$99.46	6,300,000
	08/07/18	03/30/20	602	2.504%	\$99.79	6,780,000
	08/07/18	04/23/20	626	2.528%	\$99.95	6,780,000
	08/07/18	05/28/20	661	2.536%	\$100.16	6,780,000
	08/07/18	09/28/20	784	2.550%	\$97.57	6,780,000
	08/07/18	12/28/20	875	2.587%	\$98.36	6,530,000
	08/07/18	02/15/21	924	2.647%	\$102.98	1,200,000
	08/07/18	03/12/21	949	2.646%	\$97.77	4,750,000
	08/07/18	04/19/21	987	2.682%	\$99.92	4,750,000
	08/07/18	06/11/21	1,040	2.665%	\$102.61	4,750,000
	09/21/18	01/17/20	463	2.505%	\$98.70	2,000,000
	09/21/18	02/28/20	505	2.520%	\$98.57	2,000,000
	09/21/18	03/13/20	519	2.552%	\$99.38	2,000,000
	10/15/18	02/11/20	488	2.125%	\$99.26	2,000,000
	10/15/18	03/30/20	536	2.375%	\$99.50	2,000,000
	10/15/18	04/15/20	552	2.850%	\$100.15	2,000,000
	11/19/18	04/20/20	521	1.375%	\$98.16	2,000,000
	11/19/18	05/05/20	536	2.760%	\$100.04	4,000,000
	12/03/18	05/28/20	545	2.675%	\$99.93	2,000,000
	01/15/19	09/10/21	974	2.500%	\$101.27	6,000,000
Total Investments outside of Local Government Investment Pool:						<u>\$ 184,820,000</u>
				Average		
				Annualized		
				Rate		
<u>Local Government Investment Pool:</u>						
General Account				2.75%	\$	14,201,160
Debt Service Account				2.75%		807
<u>Debt Service Account - GO 2018 Bond Series</u>				2.75%		<u>17,384,159</u>
<u>Subtotal LGIP <sup>1</sup></u>					\$	<u>31,586,126</u>

Local Government Investment Pool - Pension Bond Debt Service:

Pension Bond Debt Service Account:<sup>2</sup> 2.75% \$ 450,881

Total Investments \$ 216,857,007

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is \$49,500,000
2. The Pension Bond Debt Service Account is outside of the LGIP limit, and collects the PERS intercept payments from the Basic School Fund for payment twice a year to the bond holders of the PERS bond debt.

Compliance with Investment Policy

<u>Type of Investment</u>	<u>Maximum % of Portfolio per Policy DFA</u>	<u>Current Percent</u>
U.S. Treasury Obligations	100.0%	42.9%
U.S. Government Agency Securities and Instrumentalities of Government-sponsored Corporations	90.0%	42.3%
State of Oregon Local Investment Pool	100.0%	14.8%
Bankers Acceptances	25.0%	0.0%
Repurchase Agreements	25.0%	0.0%
Certificates of Deposits	50.0%	0.0%
Commercial Paper	10.0%	0.0%
State of Oregon and Oregon Local Government Securities	25.0%	0.0%
<b>TOTAL</b>		<b>100.00%</b>

**Benchmarks as of 7/31/19:**

3 Month U.S. Treasury Yield Curve Rate 2.08%  
3 Month Jumbo Certificate of Deposit Rate 2.22%

Corvallis School District 509J  
 Schedule of Cash Disbursements greater than or equal to \$1,000  
 For the period of July 1 - July 31, 2019

Vendor by Fund and Object	Check Total
<b>100 - General Fund</b>	
<b>Cash Donations to Other Agencies</b>	
CORVALLIS PUBLIC SCHOOLS FOUNDATION	75,000.00
<b>Change Fund</b>	
CASH BOX - CORVALLIS HIGH SCHOOL ATHLET	2,000.00
CASH BOX - CRESCENT VALLEY HIGH SCHOOL	2,500.00
<b>Charter School Payments</b>	
INAVALE COMMUNITY PARTNERS, INC	167,190.00
<b>Computer Software</b>	
CLASSLINK	20,162.50
FOLLETT SCHOOL SOLUTIONS, INC	28,857.00
FRONTLINE TECHNOLOGIES GROUP LLC	1,500.00
INCIDENT IQ, LLC	14,243.00
OETC	37,739.73
OREGON SCHOOL BOARDS ASSOCIATION	1,295.00
PERFORMIO SOLUTIONS, INC. DBA EDCALIBER	7,500.00
SCENARIO LEARNING LLC	1,106.35
WEST INTERACTIVE SERVICES CORPORATION	12,636.49
<b>Consumable Supplies and Materials</b>	
AMAZON.COM CREDIT SERVICES	14,918.35
GOVCONNECTION INC	5,540.40
OETC	2,225.00
OFFICE DEPOT, INC	2,531.86
PART WORKS INC	1,718.54
PLATT ELECTRIC SUPPLY CO	1,329.21
PLUMBMASTER, INC	1,086.96
TOTAL FILTRATION SERVICE INC	13,380.89
TWGW, INC	1,734.65
<b>Dues and Fees</b>	
OREGON SCHOOL BOARDS ASSOCIATION	8,658.25
<b>Equipment \$5,000 and greater</b>	
CERTIFIED SYSTEMS INC	45,000.00
<b>Instructional, Professional and Technical Service</b>	
APPLE INC	17,550.00
<b>Other Communication Services</b>	
COMCAST/INSTITUTIONAL NETWORKS	20,032.67
<b>Other Non-instructional Professional and Technical</b>	
BENTON COUNTY HEALTH DEPT	117,400.00
HRCHITECT INC	1,800.00
<b>Other Professional Services - Certified Subs</b>	
EDUSTAFF	10,693.56

Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of July 1 - July 31, 2019

Vendor by Fund and Object	Check Total
<b>Other Professional Services - Classified Subs</b>	
EDUSTAFF	3,285.41
<b>Redemption of Principal</b>	
APPLE INC	318,495.00
OREGON CLEAN POWER COOPERATIVE	9,226.00
WELLS FARGO TRUST COMPNAY N.A.	17,930.24
<b>Regular Interest</b>	
OREGON CLEAN POWER COOPERATIVE	3,185.00
WELLS FARGO TRUST COMPNAY N.A.	2,414.94
<b>Reimbursable Student Transportation</b>	
DIAL-A-BUS OF BENTON COUNTY	7,279.98
<b>Rentals</b>	
PHILOMATH SCOUT LODGE, INC	1,075.00
<b>Repairs and Maintenance Services</b>	
KONE INC	13,763.52
<b>Technology Taggable Equip &lt;\$5,000</b>	
APPLE INC	14,788.00
CTL CORPORATION	73,359.00
EDNETICS INC	520,691.55
GOVCONNECTION INC	43,413.44
LIGHTSPEED TECHNOLOGIES, INC	55,844.15
OETC	38,475.00
<b>Telephone</b>	
CENTURYLINK	4,470.24
<b>Textbooks</b>	
MATH LEARNING CENTER	9,078.95
<b>Travel, Out of District</b>	
COSA	2,130.00
<b>100 - General Fund Total</b>	<b>1,776,235.83</b>
<b>203 - Food Service Fund</b>	
<b>Food - Food Service Only</b>	
LOCHMEAD DAIRY	2,182.35
<b>203 - Food Service Fund</b>	<b>Total</b>
	<b>2,182.35</b>
<b>208 - Designated Facilities Fund</b>	
<b>Rentals</b>	
MODERN BUILDING SYSTEMS	1,350.00
<b>208 - Designated Facilities Fund Total</b>	<b>1,350.00</b>
<b>297 - Student Body Funds</b>	
<b>Consumable Supplies and Materials</b>	
MEDCO COMPANY	2,013.37
<b>Equipment-like items \$1,000 - \$4,999</b>	
WOBIG, RONALD	1,500.00

Corvallis School District 509J  
 Schedule of Cash Disbursements greater than or equal to \$1,000  
 For the period of July 1 - July 31, 2019

<b>Vendor by Fund and Object</b>	<b>Check Total</b>
<b>297 - Student Body Funds Total</b>	<b>3,513.37</b>
<b>298 - Designated Revenue Fund</b>	
<b>Consumable Supplies and Materials</b>	
WENGER CORPORATION	3,805.00
<b>298 - Designated Revenue Fund                      Total</b>	<b>3,805.00</b>
<b>405 - 2018 Series GO Bond Proceeds Fund</b>	
<b>Buildings Acquisition</b>	
CITY OF CORVALLIS - DEVELOPMENT SERVICES	10,118.91
WILLIAMS SCOTSMAN INC	6,515.67
<b>Improvements Other Than Buildings</b>	
CITY OF CORVALLIS - DEVELOPMENT SERVICES	1,205.98
<b>405 - 2018 Series GO Bond Proceeds Fund Total</b>	<b>17,840.56</b>
<b>601 - Insurance Fund</b>	
<b>Consumable Supplies and Materials</b>	
STATE AND FEDERAL SURPLUS PROPERTY	2,020.00
<b>Other Non-instructional Professional and Technical</b>	
BARKER-UERLINGS INSURANCE, INC	85,123.20
<b>Property Insurance Premiums</b>	
BARKER-UERLINGS INSURANCE, INC	510,595.00
VOYAGER INDEMNITY INSURANCE COMPANY	3,264.41
<b>601 - Insurance Fund                                      Total</b>	<b>601,002.61</b>
<b>Grand Total</b>	<b>2,405,929.72</b>



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Olivia Meyers Buch, Finance and Operations Director  
Meeting Date: October 10, 2019

### **August Financial Statements (Unaudited)**

**NO ACTION REQUIRED**

#### Background

The Statement of Resources and Requirements for the General Fund for the period ending August 31, 2018 and August 31, 2019 follow this report.

Year-to-date operating revenues through the end of August 2019 total \$9.9 million or 12.2% of total budgeted operating revenues as compared to \$9.3 million or 12.7% through the end of August 2018. As usual, revenues from the state school fund constitute the majority of funds received at this point in the year.

The beginning fund balance reflects an increase of \$0.9 million over the adopted budget of \$15.4 million. Overall, total resources in 2018-19 were 104.8% of budget while total expenditures were 98.3% of budget.

Year-to-date operating expenditures through the end of August 2019 total \$6.3 million or 7.4% of total budgeted operating expenditures as compared to \$4.5 million or 5.9% through the end of August 2018.

Projected resources and requirements through June 30, 2020 result in an ending fund balance of \$11.3 million, or 14.0% of projected operating revenues. The projected ending fund balance reflects a decrease in fund balance, or operating deficit, of \$5.1 million. All General Fund reserves are projected to be at or above the designations outlined in board policy on June 30, 2019.

Please contact me with questions or if you would like any additional information.

#### Supplementary Materials

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3. Schedule of Cash Disbursements greater than or equal to \$1,000 for the period of August 1 – August 31, 2019

Corvallis School District 509J  
Statement of Resources and Requirements  
Fiscal Year to Date as of August 31, 2018 and 2019 Respectively (Unaudited)

**General Fund**

	FY 2018-19					FY 2019-20				
	Amended	Actuals Thru	% of	Actuals Thru	% of	Adopted	Actuals Thru	% of	Projected Thru	% of
	Budget	08/31/2018	Budget	06/30/2019	Budget	Budget	08/31/2019	Budget	06/30/2019	Budget
<b>RESOURCES</b>										
State School Fund Formula Revenue										
State School Fund - General Support	\$ 36,569,504	\$ 9,279,864	25.4%	\$ 35,706,867	97.6%	\$ 39,643,398	\$ 9,920,139	25.0%	\$ 39,617,053	99.9%
Property Taxes Levied by District	27,842,602	-	0.0%	29,158,432	104.7%	29,459,522	-	0.0%	29,182,733	99.1%
Common School Fund	692,493	-	0.0%	1,029,035	148.6%	649,329	-	0.0%	649,272	100.0%
County School Funds	160,000	-	0.0%	325,089	203.2%	260,000	-	0.0%	260,000	100.0%
Local Option Taxes Levied by District	6,533,657	-	0.0%	7,191,010	110.1%	7,960,309	-	0.0%	7,883,657	99.0%
Earnings on Investments	275,000	-	0.0%	1,087,073	395.3%	500,000	24	0.0%	600,000	120.0%
Other	1,374,000	46,918	3.4%	2,477,302	180.3%	2,902,280	6,913	0.2%	2,648,526	91.3%
<b>Total Operating Revenues</b>	<b>\$ 73,447,256</b>	<b>\$ 9,326,782</b>	<b>12.7%</b>	<b>\$ 76,974,809</b>	<b>104.8%</b>	<b>\$ 81,374,838</b>	<b>\$ 9,927,076</b>	<b>12.2%</b>	<b>\$ 80,841,241</b>	<b>99.3%</b>
Beginning Fund Balance	\$ 14,680,682	\$ 14,680,682	100.0%	\$ 14,680,682	100.0%	\$ 13,429,889	\$ 16,373,874	121.9%	\$ 16,373,874	121.9%
<b>TOTAL RESOURCES</b>	<b>\$ 88,127,938</b>	<b>\$ 24,007,464</b>	<b>27.2%</b>	<b>\$ 91,655,491</b>	<b>104.0%</b>	<b>\$ 94,804,727</b>	<b>\$ 26,300,949</b>	<b>28.7%</b>	<b>\$ 97,215,115</b>	<b>102.5%</b>
<b>REQUIREMENTS</b>										
Salaries	\$ 38,369,511	\$ 1,388,123	3.6%	\$ 37,656,035	98.1%	\$ 40,149,710	\$ 1,548,597	3.9%	\$ 40,685,916	101.3%
Associated Payroll Costs	21,557,545	706,564	3.3%	20,429,023	94.8%	25,292,687	841,491	3.3%	25,497,352	100.8%
Purchased Services	10,235,681	756,105	7.4%	10,834,944	105.9%	12,556,466	908,166	7.2%	12,452,337	99.2%
Supplies and Materials	4,206,143	872,362	0.0%	4,615,855	0.0%	5,260,534	1,564,870	0.0%	5,498,323	104.5%
Capital Outlay	585,559	-	0.0%	265,814	0.0%	55,000	78,873	0.0%	53,900	98.0%
Other Objects	1,621,929	781,323	48.2%	1,479,947	91.2%	1,776,724	1,340,367	75.4%	1,741,190	98.0%
<b>Total Operating Expenditures</b>	<b>\$ 76,576,368</b>	<b>\$ 4,504,477</b>	<b>5.9%</b>	<b>\$ 75,281,617</b>	<b>98.3%</b>	<b>\$ 85,091,121</b>	<b>\$ 6,282,363</b>	<b>7.4%</b>	<b>\$ 85,929,018</b>	<b>101.0%</b>
Contingency	1,820,050	-		-		2,034,371	-		-	
Rainy Day Reserves	3,640,100	-		-		4,068,742	-		-	
Unappropriated Reserves	2,891,420	-		-		2,811,990	-		-	
Unappropriated Reserve (PERS)	3,200,000	-		-		2,798,503	-		-	
<b>TOTAL REQUIREMENTS</b>	<b>\$ 88,127,938</b>	<b>\$ 4,504,477</b>		<b>\$ 75,281,617</b>		<b>\$ 96,804,727</b>	<b>\$ 6,282,363</b>		<b>\$ 85,929,018</b>	
<b>ENDING FUND BALANCE</b>		<b>\$ 19,502,987</b>		<b>\$ 16,373,874</b>			<b>\$ 20,018,586</b>		<b>\$ 11,286,097</b>	
Contingency				1,924,370	2.5% *				2,021,031	2.5% *
Rainy Day Reserves				3,848,740	5.0% *				4,042,062	5.0% *
Unappropriated Reserves				7,400,763	9.6% *				2,424,501	3.0% *
Unappropriated Reserve (PERS)				3,200,000	4.2% *				2,798,503	3.5% *
<b>* Percent of Operating Revenue</b>				<b>16,373,874</b>	<b>21.3% *</b>				<b>11,286,097</b>	<b>14.0% *</b>

Corvallis School District 509J

Schedule of Investments

August 31, 2019

Type of Investment	Investment Date	Maturity/ Call Date	No. of Days	Bond		Par (Maturity) Value
				Equivalent Yield	Purchase Price	
U.S. Treasury Obligations:						
	08/07/18	10/15/19	435	2.371%	\$98.40	8,500,000
	08/07/18	11/30/19	481	2.396%	\$99.17	9,650,000
	08/07/18	12/15/19	496	2.424%	\$98.61	9,650,000
	08/07/18	01/15/20	527	2.445%	\$98.50	10,450,000
	08/07/18	06/15/20	679	2.512%	\$98.18	6,780,000
	08/07/18	07/15/20	709	2.531%	\$98.06	6,780,000
	08/07/18	08/15/20	740	2.546%	\$97.95	6,780,000
	08/07/18	10/15/20	801	2.559%	\$98.02	5,870,000
	08/07/18	11/15/20	832	2.570%	\$98.20	6,530,000
	08/07/18	01/15/21	893	2.584%	\$98.63	6,530,000
	08/07/18	05/15/21	1,013	2.605%	\$100.05	4,750,000
	08/07/18	07/15/21	1,074	2.624%	\$100.00	4,750,000
	12/17/18	08/15/21	948	2.670%	\$100.20	6,000,000
US Government-Sponsored Enterprises (Total):						
	08/07/18	09/12/19	402	2.343%	\$99.36	5,200,000
	08/07/18	02/11/20	554	2.494%	\$99.46	6,300,000
	08/07/18	03/30/20	602	2.504%	\$99.79	6,780,000
	08/07/18	04/23/20	626	2.528%	\$99.95	6,780,000
	08/07/18	05/28/20	661	2.536%	\$100.16	6,780,000
	08/07/18	09/28/20	784	2.550%	\$97.57	6,780,000
	08/07/18	12/28/20	875	2.587%	\$98.36	6,530,000
	08/07/18	02/15/21	924	2.647%	\$102.98	1,200,000
	08/07/18	03/12/21	949	2.646%	\$97.77	4,750,000
	08/07/18	04/19/21	987	2.682%	\$99.92	4,750,000
	08/07/18	06/11/21	1,040	2.665%	\$102.61	4,750,000
	09/21/18	01/17/20	463	2.505%	\$98.70	2,000,000
	09/21/18	02/28/20	505	2.520%	\$98.57	2,000,000
	09/21/18	03/13/20	519	2.552%	\$99.38	2,000,000
	10/15/18	02/11/20	488	2.125%	\$99.26	2,000,000
	10/15/18	03/30/20	536	2.375%	\$99.50	2,000,000
	10/15/18	04/15/20	552	2.850%	\$100.15	2,000,000
	11/19/18	04/20/20	521	1.375%	\$98.16	2,000,000
	11/19/18	05/05/20	536	2.760%	\$100.04	4,000,000
	12/03/18	05/28/20	545	2.675%	\$99.93	2,000,000
	01/15/19	09/10/21	974	2.500%	\$101.27	6,000,000
Total Investments outside of Local Government Investment Pool:						\$ 179,620,000

Local Government Investment Pool:	Average Annualized Rate	
General Account	2.60%	\$ 14,975,935
Debt Service Account	2.60%	808
Debt Service Account - GO 2018 Bond Series	2.60%	22,186,825
Subtotal LGIP <sup>1</sup>		\$ 37,163,568

Local Government Investment Pool - Pension Bond Debt Service:

Pension Bond Debt Service Account:<sup>4</sup>

2.60%

\$ 669,958

Total Investments

\$ 217,453,526

1. The maximum amount (in any combination of accounts) that the Local Government Investment Pool (LGIP) allows in an account is \$50,400,000
2. The Pension Bond Debt Service Account is outside of the LGIP limit, and collects the PERS intercept payments from the Basic School Fund for payment twice a year to the bond holders of the PERS bond debt.

Compliance with Investment Policy

<u>Type of Investment</u>	<u>Maximum % of Portfolio per Policy DFA</u>	<u>Current Percent</u>
U.S. Treasury Obligations	100.0%	42.8%
U.S. Government Agency Securities and Instrumentalities of Government-sponsored Corporations	90.0%	39.8%
State of Oregon Local Investment Pool	100.0%	17.4%
Bankers Acceptances	25.0%	0.0%
Repurchase Agreements	25.0%	0.0%
Certificates of Deposits	50.0%	0.0%
Commercial Paper	10.0%	0.0%
State of Oregon and Oregon Local Government Securities	25.0%	0.0%
<b>TOTAL</b>		<b>100.00%</b>

**Benchmarks as of 8/31/19:**

3 Month U.S. Treasury Yield Curve Rate	1.99%
3 Month Jumbo Certificate of Deposit Rate	2.22%

Corvallis School District 509J  
 Schedule of Cash Disbursements greater than or equal to \$1,000  
 For the period of August 1 - August 31, 2019

Vendor by Fund and Object	Check Total
<b>100 - General Fund</b>	
<b>Change Fund</b>	
CASH BOX - TEACHING AND LEARNING	1,100.00
<b>Charter School Payments</b>	
INAVALE COMMUNITY PARTNERS, INC	83,596.00
<b>Computer Software</b>	
ARCHIVE SOCIAL	4,788.00
CVE TECHNOLOGIES	32,292.32
JAMF SOFTWARE LLC	55,883.80
OETC	6,700.00
PDQ.COM CORPORATION	3,600.00
SEESAW	11,072.70
WORLD BOOK INC	3,003.00
<b>Consumable Supplies and Materials</b>	
FRED MEYER CUSTOMER CHARGES	3,073.21
FREESTYLE	3,161.47
LAKESHORE LEARNING STORE	4,928.28
MILLER PAINT COMPANY	1,787.40
OETC	1,816.95
OFFICE DEPOT, INC	13,204.13
PART WORKS INC	1,111.11
PLATT ELECTRIC SUPPLY CO	8,773.93
SCHOOL OUTFITTERS	1,102.90
SCHOOL SPECIALTY	3,377.97
TWGW, INC	1,416.73
ULINE SHIPPING SUPPLY	2,707.68
WAXIE SANITARY SUPPLY	16,737.36
WILBUR-ELLIS	5,495.20
<b>Dues and Fees</b>	
COSA	26,700.00
<b>Electricity</b>	
CONSUMERS POWER INC	12,570.32
PACIFIC POWER	39,002.58
<b>Equipment \$5,000 and greater</b>	
BENTON COUNTY	22,482.00
CERTIFIED SYSTEMS INC	11,230.00
<b>Fuel</b>	
BENTON COUNTY PUBLIC WORKS	1,850.30
NW NATURAL	4,048.97
<b>Garbage</b>	
REPUBLIC SERVICES	6,164.97

Corvallis School District 509J  
 Schedule of Cash Disbursements greater than or equal to \$1,000  
 For the period of August 1 - August 31, 2019

Vendor by Fund and Object	Check Total
<b>Legal Services</b>	
HUNGERFORD LAW FIRM LLP	1,080.00
OREGON SCHOOL BOARDS ASSOCIATION	1,600.00
<b>Other Non-instructional Professional and Technical</b>	
ABIDE WEB DESIGN	1,851.99
CORVALLIS CLINIC - OCCUPATIONAL MEDICINE	4,358.00
DETERMINED ART MOVEMENT	2,000.00
FLO ANALYTICS	4,455.00
HRCHITECT INC	1,035.00
OPTIMIZON	6,333.00
<b>Other Property Services</b>	
US Bank Equipment Finance	8,354.84
<b>Payroll Deductions &amp; Withholdings</b>	
INVESCO INVESTMENT SERVICES INC	6,900.00
<b>Periodicals</b>	
SCHOLASTIC INC	1,999.99
<b>Redemption of Principal</b>	
WELLS FARGO TRUST COMPNAY N.A.	172,105.97
<b>Reimbursable Student Transportation</b>	
DIAL-A-BUS OF BENTON COUNTY	14,461.87
STA WEST REGION	109,180.72
<b>Rentals</b>	
UNITED RENTALS NORTHWEST INC	9,118.89
<b>Repairs and Maintenance Services</b>	
A & B SEPTIC SERVICE	1,590.00
AMERICAN LANDSCAPE & IRRIGATION INC	1,837.00
BENTON COUNTY PUBLIC WORKS	3,946.79
CARRIER CORPORATION	1,080.30
CHOWN HARDWARE	2,600.00
EC ELECTRIC	3,513.27
HOLDERMAN PAVING, LLC	6,935.00
LINDSTROM CONSTRUCTION LLC	30,800.00
MICK'S GLASS SERVICE INC	1,819.85
MIDDLETON HEATING & SHEET METAL INC	1,632.00
PACIFIC SPORTS TURF, INC	9,461.00
REED'S PAINTING, INC	44,310.00
SYNERGY SECURITY SOLUTIONS	12,168.00
UNCOMMON CABINETRY	9,993.00

Corvallis School District 509J  
 Schedule of Cash Disbursements greater than or equal to \$1,000  
 For the period of August 1 - August 31, 2019

Vendor by Fund and Object	Check Total
<b>Technology Taggable Equip &lt;\$5,000</b>	
APPLE INC	2,776.00
CTL CORPORATION	3,705.00
DELL MARKETING LP	159,611.61
EDNETICS INC	2,054.44
OETC	3,929.44
<b>Telephone</b>	
AT&T MOBILITY-ACCT#837370420 (TECH)	2,115.08
CENTURYLINK	4,639.23
<b>Textbooks</b>	
BENCHMARK EDUCATION CO.	221,038.00
CENTER FOR THE COLLABORATIVE CLASSROOM	27,840.00
PENTAIR AQUATIC ECO-SYSTEMS INC	1,125.09
<b>Travel, Out of District</b>	
CENTER FOR THE COLLABORATIVE CLASSROOM	1,890.00
<b>Water and Sewage</b>	
CITY OF CORVALLIS	39,522.21
<b>100 - General Fund Total</b>	<b>1,341,546.86</b>
<b>203 - Food Service Fund</b>	
<b>Computer Software</b>	
TITAN SCHOOL SOLUTIONS	15,950.00
<b>Food - Food Service Only</b>	
DUCK DELIVERY PRODUCE INC	4,386.14
FRANZ FAMILY BAKERIES	1,213.74
LOCHMEAD DAIRY	1,842.41
<b>Inventories</b>	
SYSCO FOOD SERVICE	1,231.22
<b>Taxes and Licenses</b>	
BENTON COUNTY HEALTH DEPARTMENT	2,647.00
<b>203 - Food Service Fund</b>	<b>Total</b>
	<b>27,270.51</b>
<b>204 - District Donation Fund</b>	
<b>Consumable Supplies and Materials</b>	
QPR INSTITUTE	1,858.33
<b>Other Non-instructional Professional and Technical</b>	
DETERMINED ART MOVEMENT	1,500.00
<b>204 - District Donation Fund Total</b>	<b>3,358.33</b>
<b>208 - Designated Facilities Fund</b>	
<b>Rentals</b>	
MODERN BUILDING SYSTEMS	1,350.00
<b>208 - Designated Facilities Fund Total</b>	<b>1,350.00</b>

Corvallis School District 509J  
Schedule of Cash Disbursements greater than or equal to \$1,000  
For the period of August 1 - August 31, 2019

Vendor by Fund and Object	Check Total
<b>296 - Grants Fund</b>	
<b>Instructional, Professional and Technical Service</b>	
ESL CONSULTING SERVICES INC	9,000.00
SMITH, LARA	15,600.00
<b>296 - Grants Fund Total</b>	<b>24,600.00</b>
<b>297 - Student Body Funds</b>	
<b>Advertising</b>	
STOTT OUTDOOR ADVERTISING	3,200.00
<b>Consumable Supplies and Materials</b>	
BEYNON SPORTS	3,000.00
BSN SPORTS	1,080.15
<b>Other Non-instructional Professional and Technical</b>	
MID-VALLEY VOLLEYBALL OFFICIALS ASSN	2,838.06
MID-WESTERN FOOTBALL OFFICIALS ASSN	1,248.00
OREGON ELITE ALL-STAR CHEERLEADING	2,340.00
<b>Travel, Student Out of District</b>	
CAMP LUTHERWOOD	3,129.00
MEEK BASKETBALL CAMPS	1,000.00
OREGON SCHOOL ACTIVITIES ASSOCIATION	2,940.00
<b>297 - Student Body Funds Total</b>	<b>20,775.21</b>
<b>298 - Designated Revenue Fund</b>	
<b>Advertising</b>	
STOTT OUTDOOR ADVERTISING	2,195.00
<b>Computer Software</b>	
EXPLORE LEARNING	2,100.00
IXL LEARNING	2,363.00
LEARNING A-Z	1,199.40
<b>Consumable Supplies and Materials</b>	
CPI	2,027.65
PSAT/NMSQT	1,220.00
<b>Instructional, Professional and Technical Service</b>	
CORVALLIS ENVIRONMENTAL CENTER	1,312.50
<b>Technology Taggable Equip &lt;\$5,000</b>	
APPLE INC	2,609.00
<b>298 - Designated Revenue Fund</b>	<b>Total</b>
	<b>15,026.55</b>
<b>405 - 2018 Series GO Bond Proceeds Fund</b>	
<b>Architect/Engineer Services</b>	
BE SOLAR	30,000.00
BRENDLE GROUP INC	9,612.75
<b>Buildings Acquisition</b>	
PINKHAM SPECIALTY CO	8,295.00
WILLIAMS SCOTSMAN INC	1,025.41

Corvallis School District 509J  
 Schedule of Cash Disbursements greater than or equal to \$1,000  
 For the period of August 1 - August 31, 2019

<b>Vendor by Fund and Object</b>	<b>Check Total</b>
<b>Improvements Other Than Buildings</b>	
FIELDTURF USA INC	388,704.34
<b>405 - 2018 Series GO Bond Proceeds Fund Total</b>	<b>437,637.50</b>
<b>601 - Insurance Fund</b>	
<b>Equipment-like items \$1,000 - \$4,999</b>	
KING OFFICE EQUIPMENT INC	2,815.00
<b>Group Insurance</b>	
UNUM LIFE INSURANCE COMPANY OF AMERICA	28,951.66
WILLAMETTE DENTAL GROUP (GROUP Z1329)	22,657.50
<b>Liability Insurance</b>	
PACE	139,717.00
<b>601 - Insurance Fund</b>	<b>Total</b>
	<b>194,141.16</b>
<b>Grand Total</b>	<b>2,065,706.12</b>



# Corvallis

SCHOOL DISTRICT

X.C. Enrollment Update



# Corvallis

## SCHOOL DISTRICT

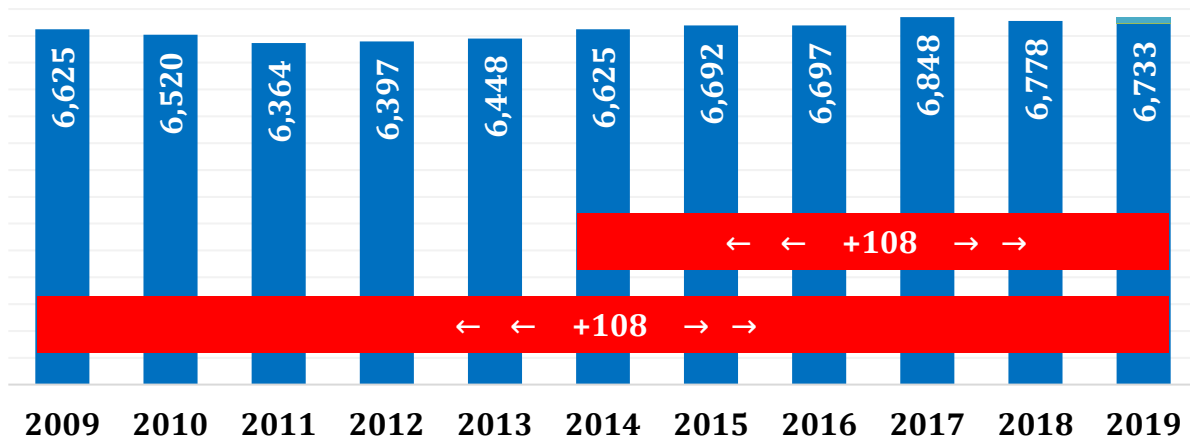
Prepared for: Corvallis School Board  
Prepared by: Olivia Meyers Buch, Finance and Operations Director  
Meeting Date: October 10, 2019

### Enrollment Update

**NO ACTION REQUIRED**

The fall enrollment update is a representation of the preliminary number of K-12 students enrolled on the first school day in October each year. On October 1, 2019 a total of 6,733 students were enrolled in the district's schools and programs, including all regular and charter school programs.

**Total Enrollment**  
*excludes YES House*



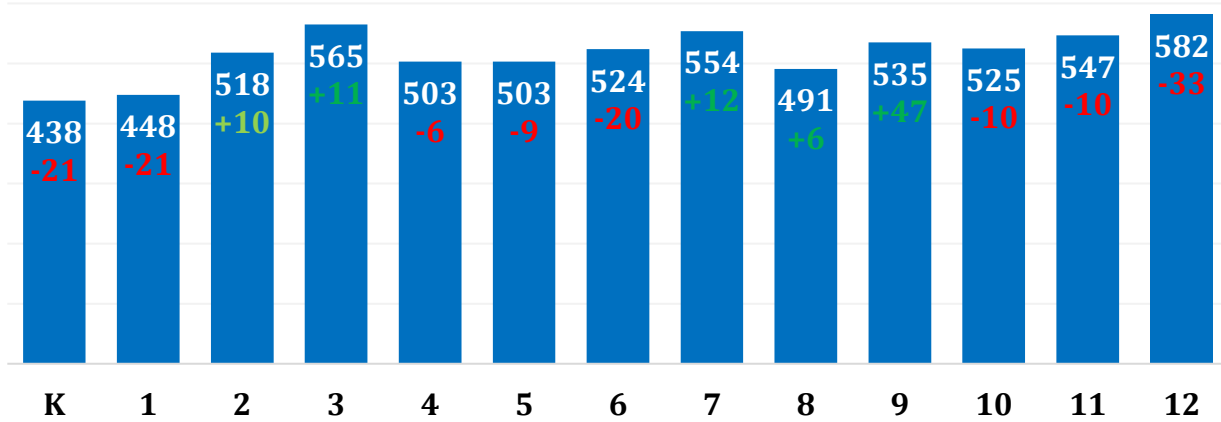
Compared to last year, total enrollment has decreased by 45 students but compared to five or ten years ago, total enrollment has increased by 108 students or 1.6%.

#### Actual vs. Projected

The total enrollment of 6,733 students is 44 students less than what was projected for this year. Actual elementary enrollment is lower than projected by 36 students, while actual secondary enrollment is lower than projected by eight students.

## 2019 Total Enrollment by Grade

*excludes YES House*

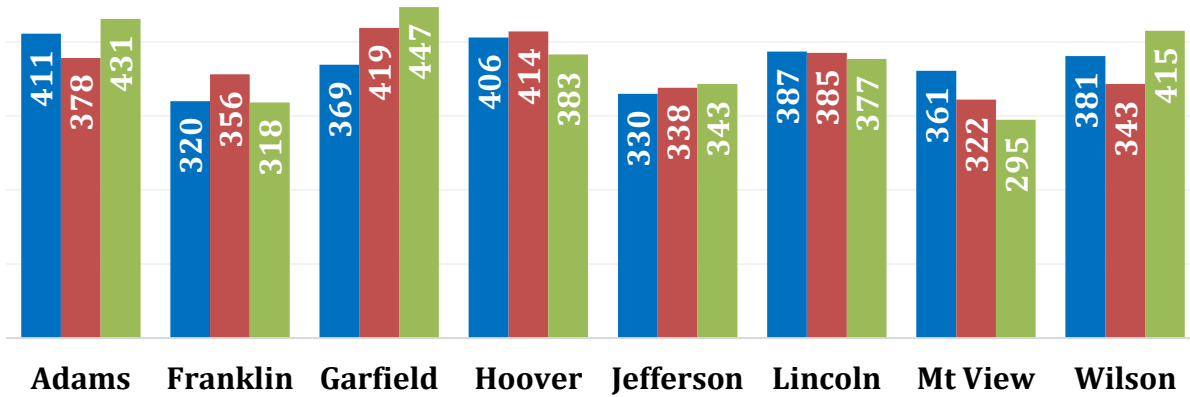


### School Enrollment Changes

Several schools have experienced enrollment fluctuations of more than 10% compared to five or ten years ago (as noted in bold).

### Total Elementary Enrollment

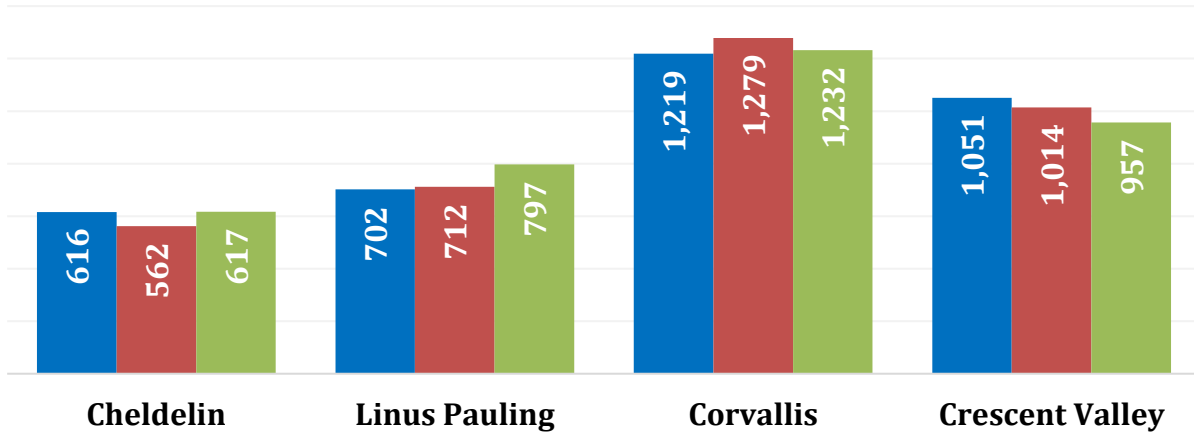
■ Ten Years Ago   ■ Five Years Ago   ■ This Year



	10 Year Change	5 Year Change
Adams Elementary	+4.6%	<b>+14.0%</b>
Franklin K-8	-0.6%	<b>-10.7%</b>
Garfield Elementary	<b>+17.4%</b>	+6.7%
Hoover Elementary	-6.0%	-7.5%
Jefferson Elementary	+3.8%	+1.5%
Lincoln Elementary	-2.7%	-2.1%
Mt View Elementary	<b>-22.4%</b>	-8.4%
Wilson Elementary	+8.2%	<b>+21.0%</b>

### Total Secondary Enrollment

■ Ten Years Ago ■ Five Years Ago ■ This Year



	10 Year Change	5 Year Change
Cheldelin Middle School	0.2%	9.8%
Linus Pauling Middle School	<b>13.5%</b>	<b>11.9%</b>
Corvallis High School	1.1%	-3.7%
Crescent Valley High School	-8.9%	-5.6%

### Student-Teacher Ratios

The average student-teacher ratio at district elementary schools is 23, while the average student-teacher ratio at district secondary schools is 24.

	Student Enrollment	Classroom Teachers (FTE)	Student-Teacher Ratio
Adams Elementary	431	19.00	<b>23</b>
Franklin K-8	318	13.43	<b>24</b>
Garfield Elementary	447	18.50	<b>24</b>
Hoover Elementary	383	16.00	<b>24</b>
Jefferson Elementary	343	15.00	<b>23</b>
Lincoln Elementary	377	16.50	<b>23</b>
Mt View Elementary	295	13.50	<b>22</b>
Wilson Elementary	415	17.00	<b>24</b>
Cheldelin Middle School	617	25.84	<b>24</b>
Linus Pauling Middle School	797	32.65	<b>24</b>
Corvallis High School	1,232	50.33	<b>24</b>
Crescent Valley High School	957	41.91	<b>23</b>
<b>TOTAL</b>	<b>6,612</b>	<b>279.66</b>	<b>24</b>



# Corvallis

SCHOOL DISTRICT

X.D. POLICIES AND ADMINISTRATIVE REGULATIONS -  
**INFORMATION ONLY**

X.D.1. Board Policy AC—Nondiscrimination—Revised—First Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Erika Cook  
Meeting Date: October 10, 2019

**NO ACTION REQUIRED**

Board Policy AC—Nondiscrimination—Revised—First Reading  
Administrative Regulation AC-AR—Nondiscrimination—Revised—First Reading

### Background

Recent adoption of revised complaint and appeal process to ODE Oregon Administrative Rules by the State Board of Education affected several policies and administrative regulations. The changes include the addition of the discriminatory use of a Native American mascot and updates the list of complaints that may be appealed to the Oregon Department of Education (ODE). Please review the complaints that may be appealed to ODE in OAR 581- 002-0003.

Specific to AC-AR: Most administrative regulations do not require Board adoption. The superintendent is authorized to formulate administrative regulations appropriate for implementation of policies adopted by the Board and necessary for consistent operations. There are 17 administrative regulations identified by OSBA that require adoption, of these, AC-AR is one.

Policy and Administrative Regulation AC are required. Edits provided by OSBA 7/18/2019. Last CSD adoption of Policy on 12/17/2017 and Administrative Regulation on 11/16/2017.

### Involvement

District staff: Melissa Harder and Erika Cook.

### Cost Impact

None.

### Function

Review of revisions.



Code: AC  
Adopted: 8/96  
Revised/Readopted: 1/11/99, 2/11/02, 9/12/05, 12/10/07, 5/4/09, 12/13/10, 8/18/14,  
12/7/17

## Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race<sup>1</sup>, color, religion, sex, gender identity, sexual orientation<sup>2</sup>, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, or veteran's status; or because of the perceived or actual race, color, religion, sex, gender identity, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, or veteran's status of any other person with whom the individual associates. ~~The district seeks to avoid endorsement of any activity or organization that does not adhere to these principles.~~

The district prohibits discrimination and harassment ~~in, including~~ but not limited to, ~~in~~ employment, assignment, and promotion of personnel; ~~in~~ educational opportunities and services offered students; ~~in~~ student assignment to schools and classes; ~~in~~ student discipline; ~~in~~ location and use of facilities; ~~in~~ educational offerings and materials; and ~~in~~ accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools, to respect all individuals, and to establish channels through which ~~citizens~~ patrons can communicate their concerns to the administration and the Board.

The superintendent shall appoint ~~and make known the~~ individuals ~~at the district~~ to contact on issues concerning the Americans with Disabilities Act of 1990, Americans with Disabilities Act Amendments Act of 2008 (ADA), Section 504 of the Rehabilitation Act ~~of 1973~~, Title VI, Title and VII of the Civil Right's Act, Title IX of the Education Amendments of 1972, and other civil rights or discrimination issues.<sup>3</sup>, and notify students, parents, and staff with their names, office addresses, and phone numbers. ~~The Board will adopt and the~~ district will publish complaint procedures providing for prompt and equitable resolution of complaints from students,

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<sup>1</sup> Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047.

<sup>2</sup> "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality, or gender identity, regardless of whether the individual's gender identity, appearance, expression, or behavior differs from that traditionally associated with the individual's sex at birth.

<sup>3</sup> Districts are required to notify students and employees of the name, office address, and telephone number of the employee or employees appointed.

employees, and the public. Such procedures will be available at the district’s administrative office and available on the home page of the district’s website.

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; or because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing. The district further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law.

END OF POLICY

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**Legal Reference(s):**

<a href="#">ORS 174.100</a>	<a href="#">ORS 659A.009</a>	<a href="#">ORS 659A.409</a>
<a href="#">ORS 192.630</a>	<a href="#">ORS 659A.029</a>	<a href="#">OAR 581-002-0001 to</a>
<a href="#">ORS 326.051(1)(e)</a>	<a href="#">ORS 659A.030</a>	<a href="#">002-0005</a>
<a href="#">ORS 408.230</a>	<a href="#">ORS 659A.040</a>	<a href="#">OAR 581-021-0045</a>
<a href="#">ORS 659.805</a>	<a href="#">ORS 659A.103 to</a>	<a href="#">OAR 581-021-0046</a>
<a href="#">ORS 659.815</a>	<a href="#">659A.145</a>	<a href="#">OAR 581-021-0047</a>
<a href="#">ORS 659.850 to 860</a>	<a href="#">ORS 659A.230 to</a>	<a href="#">OAR 581-021-0049</a>
<a href="#">ORS 659.865</a>	<a href="#">659A.233</a>	<a href="#">OAR 581-022-2310</a>
<a href="#">ORS 659.870</a>	<a href="#">ORS 659A.236</a>	<a href="#">OAR 581-022-2370</a>
<a href="#">ORS 659A.003</a>	<a href="#">ORS 659A.309</a>	<a href="#">OAR 839-003</a>
<a href="#">ORS 659A.006</a>	<a href="#">ORS 659A.321</a>	

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2017).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2017); 29 C.F.R Part 1626 (2017).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2017); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2017).

Rehabilitation Act of 1973, 29 U.S.C. §§ 503, 791, 793-794 (2017).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2017); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2017).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2017).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2017).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008.

The Vietnam ERA Veterans’ Readjustment Assistance Act of 1974, as amended, 38 U.S.C. § 4212 (2017).

Title II of the Genetic Information Nondiscrimination Act of 2008 (2017).



# Corvallis

SCHOOL DISTRICT

X.D.2. Administrative Regulation AC-AR—Nondiscrimination—  
Revised—First Reading



# Corvallis

## SCHOOL DISTRICT

Code: AC-AR  
Adopted: 8/96  
Revised/Readopted: 1/11/99, 9/10/01, 1/5/01, 6/12/05, 3/10/14, 11/16/17

### Discrimination Complaint Procedure

Complaints regarding discrimination or harassment, on any basis protected by law, shall be processed in accordance with the following procedures:

**Step 1:** Complaints may be oral or in writing and must be filed with the building administrator or district department director (if applicable). Any staff member who receives a written or oral complaint shall report the complaint to the district official.

The district official shall investigate, determine the action to be taken, if any, and reply in writing to the complainant within 10 school days of receipt of the complaint.

**Step 2:** If the complainant wishes to appeal the decision of the district official, they may, ~~within 10 working days from the date of the district official's written decision,~~ submit a written appeal ~~with~~ to the superintendent or designee through the assistant superintendent's office ~~within 10 working days from the date of the district official's written decision.~~

The superintendent ~~or~~ designee shall ~~review the district official's decision and may meet with all parties involved, as necessary.~~ ~~The superintendent or designee will~~ review the merits of the complaint and the district official's decision, and respond in writing to the complainant within 10 school days.

**Step 3:** If the complainant is not satisfied with the decision of the superintendent ~~or~~ designee, a written appeal may be filed with the Board within 10 working days of receipt of the superintendent's ~~or~~ designee's response to ~~S~~step (2). The Board may decide to hear or deny the request for appeal ~~at a Board Meeting~~. The Board may meet with the concerned parties and their representative(s) at a regular or special Board meeting or in Executive Session. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within 10 days of this meeting.

If the building administrator is the subject of the complaint, the individual may ~~start at Step 2 and should~~ file a complaint directly with the superintendent ~~or~~ designee.

If the superintendent is the subject of the complaint, the individual may start at Step 3 and the complaint should be referred directly to the Board chair. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or against an individual Board member may start at Step 3 and should be submitted made directly to the Board chair and may be referred to district counsel. Complaints against the Board chair may start at Step 3 and should be referred may be made directly to the Board vice chair.

The timelines established in each step of this procedure may be extended upon mutual consent of the district and the complainant in writing. The overall timeline of this complaint procedure may be extended beyond 90 days from the initial filing of the complaint upon written mutual consent of the district and the complainant.

The complainant, if a person who resides in the district, a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, may appeal<sup>1</sup> the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 to 002-0023.

#### Time

The number of days given at each level shall be regarded as a maximum and every effort will be made to expedite the process, unless extenuating circumstances require the superintendent to extend the length of the investigation.

If the complainant, as a person who resides in the district, as a parent or guardian of a student who attends school in the district, or as a student attending school in the district, is not satisfied after exhausting local complaint procedures, or 90 days, whichever occurs first, they may appeal in writing to the Superintendent of Public Instruction under Oregon Administrative Rule 581-021-0049.

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<sup>1</sup> An appeal must meet the criteria found in OAR 581-002-0005(1)(a).



DISCRIMINATION COMPLAINT FORM

Name of Person Filing Complaint

Date

School or Activity

- Student/Parent Employee Nonemployee (Job Applicant) Other

Type of Discrimination:

- Race Gender Identity Age
Color Gender Expression Sexual Orientation
Religion Mental or physical disability Pregnancy
Sex Parental or Marital status Discriminatory use of a
National or ethnic origin Familial status Native American mascot
Economic status
Veteran's status Other

Name of other Persons Completing this Form

Transcriber
Translator/Interpreter
Other

Specify complaint: (Please provide detailed information including names, dates, places, activities, and results of informal the discussion.)

Who should we talk to and what evidence should we consider?

Suggested solution/resolution/outcome:

The complaint form should be mailed or submitted to the building administrator or district department director (if applicable).

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights. Direct complaints related to employment may be filed with the Oregon Bureau of Labor and Industries, Civil Rights Division, or the U.S. Department of Labor, Equal Employment Opportunities Commission.



# Corvallis

SCHOOL DISTRICT

X.D.3. Administrative Regulation JHFE-AR(1)—Reporting of Suspected Abuse of a Child—Revised—First Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Erika Cook  
Meeting Date: October 10, 2019

**NO ACTION REQUIRED**

Administrative Regulation JHFE-AR(1)—Reporting of Suspected Abuse of a Child—  
Revised—First Reading

### Background

Posting Notice (page 5) has been revised to reflect new Assistant Superintendent's name and email address.

Specific to JHFE-AR(1): Most administrative regulations do not require Board adoption. The superintendent is authorized to formulate administrative regulations appropriate for implementation of policies adopted by the Board and necessary for consistent operations. There are 17 administrative regulations identified by OSBA that require adoption, of these, JHFE-AR(1) is one.

### Involvement

District Staff: Melissa Harder and Erika Cook.

### Cost Impact

None.

### Function

Review of revisions.

## **Reporting of Suspected Abuse of a Child**

### **Reporting**

Any district employees having reasonable cause to believe that any child with whom the employee comes in contact has suffered abuse, or that any person with whom the employee comes in contact has abused a child, shall orally report or cause an oral report to be immediately made by telephone or otherwise to the Oregon Department of Human Services (DHS) or to a law enforcement agency within the county where the person making the report is at the time of their contact. The district employee should also immediately inform their supervisor, principal, or superintendent or designee. If known, such report shall contain the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, the explanation given for the suspected abuse, any other information which the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of the possible perpetrator.

A written record of the child abuse report shall be made by the employee suspecting the abuse of a child. See JHFE-AR(2) Suspected Abuse of a Child Reporting Form. The written record may be made using the district's abuse reporting form which includes at a minimum:

1. The name and position of the person making the report;
2. The names and addresses of the child and the parents of the child, or other persons responsible for the child's care and the age of the child;
3. The name and position of any witness to the report;
4. A description of the nature and extent of the abuse, including any information that could be helpful in establishing cause of abuse and identity of the abuser;
5. A description of how the report was made (i.e., phone or other method);
6. The name of the agency and individual who took the report;
7. The date and time that the report was made; and
8. The names of persons who received a copy of the written report.

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the employee's supervisor and assistant superintendent.

When the district receives a report of suspected abuse of a child by one of its employees, and the assistant superintendent determines that there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave until the DHS or a law enforcement agency either: 1) determines that the report is unfounded or that the report will not be pursued; or 2) determines that the report is founded and the education provider takes the appropriate disciplinary action against the district employee. If the DHS or a law enforcement agency is unable to determine whether the abuse of a child occurred, the district may either reinstate the employee or take disciplinary action at the district's discretion.

The written record of each reported incident of abuse of a child, action taken by the district, and any findings as a result of the report shall be maintained by the district.

### **Definitions**

1. Oregon law recognizes these types of abuse:
  - a. Physical;
  - b. Neglect;
  - c. Mental injury;
  - d. Threat of harm;
  - e. Sexual abuse and sexual exploitation.
2. "Child" means an unmarried person who is under 18 years of age.

### **Confidentiality of Records**

The name, address, and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

The disciplinary records of a district employee or former district employee convicted of a crime listed in ORS 342.143 are not exempt from disclosure under ORS 192.345 or 192.355. Therefore, if a district employee or former employee is convicted of a crime listed in ORS 342.143, the district that is or was the employer of that employee when the crime was committed shall disclose the disciplinary records of the employee to any person upon request. However, prior to the disclosure of a disciplinary record the district shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim, or a district employee who is not the subject of the disciplinary record.

### **Failure to Comply**

Any district employee who fails to report a suspected abuse of a child as provided by this policy

and the prescribed Oregon law commits a violation punishable by law. A district employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected abuse of a child or fails to maintain confidentiality of records as required by this policy, the employee will be disciplined.

### **Cooperation with Investigator**

The district staff shall make every effort in suspected abuse of a child cases to cooperate with investigating officials as follows:

1. Any investigation of abuse of a child will be directed by the DHS or law enforcement officials as required by law. DHS or law enforcement officials wishing to interview a student shall present themselves at the school office and contact the school administrator, unless the school administrator is the subject of the investigation. When an administrator is notified that the DHS or law enforcement would like to interview a student at school, the administrator or designee will document the occurrence on the appropriate form (See JHFE-AR(3) - Abuse of a Child Investigations Conducted on District Premises). If the student is to be interviewed at the school, the administrator or designee shall make a private space available. The administrator or designee of the school may, at the discretion of the investigator, be present to facilitate the interview. If the investigating official does not have adequate identification the administrator shall refuse access to the student.

Law enforcement officers wishing to remove a student from the premises shall present themselves at the office and contact the administrator or designee. The officer shall sign the student out on a form to be provided by the school;

2. When the subject matter of the interview or investigation is identified to be related to suspected abuse of a child, district employees shall not notify parents;
3. The administrator or designee shall advise the investigator of any conditions of disability, if any, prior to any interview with the affected child;
4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.



# Corvallis

## SCHOOL DISTRICT

### **Reporting of SCHOOL DISTRICT EMPLOYEES SUSPECTED OF ABUSE OF A CHILD**

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FOR POSTING

The 2005 Oregon State Legislature passed Senate Bill 755, which deals with district employees who are suspected of abuse of a child. SB755 requires the posting in each district building of the name and contact information for the person designated by the district to receive reports of suspected abuse of a child by district employees and the procedures the person will follow upon receipt of a report.

#### REPORTING

Person: ~~Kevin Bogatin~~ **Melissa Harder**  
Assistant Superintendent

Address: Corvallis School District 509J  
1555 SW 35<sup>th</sup> Street  
Corvallis, OR 97333

Telephone Number: 541-766-4857

Fax Number: 541-757-5703

E-mail Address: [kevin.bogatin@corvallis.k12.or.us](mailto:kevin.bogatin@corvallis.k12.or.us) [melissa.harder@corvallis.k12.or.us](mailto:melissa.harder@corvallis.k12.or.us)

#### PROCEDURES

Upon receipt of a report of suspected abuse of a child, the Assistant Superintendent will promptly investigate the report, and upon completion of the investigation will notify the person who initiated the report. If the district determines there is reasonable cause to support the report, the employee shall be placed on paid administrative leave. Depending upon the results of the investigation, the district may reinstate the employee, or take appropriate disciplinary action against the employee.



# Corvallis

SCHOOL DISTRICT

X.D.4. Board Policy JED—Student Absences and Excuses\*\*—Revised—  
First Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Erika Cook  
Meeting Date: October 10, 2019

**NO ACTION REQUIRED**

Board Policy JED—Student Absences and Excuses\*\*—Revised—First Reading

### Background

House Bill (HB) 2191 (2019 Legislative session) added mental and behavioral health of the student as an excused absence. Additionally, House Bill (HB) 2556 (2019) allows up to seven days of an excused absence for a student who is a dependent of a member of the U.S. Armed Forces who is on active duty or called to active duty.

Policy JED is required. Edits provided by OSBA 7/18/2019. Last CSD adoption of Policy on 3/12/2012.

### Involvement

District staff: Melissa Harder and Erika Cook.

### Cost Impact

None.

### Function

Review of revisions.



# Corvallis

## SCHOOL DISTRICT

Code: JED  
Adopted: 6/28/99  
Revised/Readopted: 3/12/12

### **Student Absences and Excuses\*\***

It is the student's responsibility to maintain regular attendance in all assigned classes. A student's absence from school or class will be excused under the following circumstances:

1. Illness, including mental and behavioral health of the student;
2. Illness of an immediate family member when the student's presence at home is necessary;
3. Emergency situations that require the student's absence;
4. Student is a dependent of a member of the U.S. Armed Forces<sup>1</sup> who is on active duty or who is called to active duty. The student may be excused for up to seven days during the school year;
5. Field trips and school-approved activities;
6. Medical (dental) appointments. Confirmation of appointments may be required;
7. Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence.

Each school shall notify parents or guardians by the end of the school day if their student has an unplanned absence. The notification will be either in person, by telephone or another method identified in writing by the parent or guardian. If the parent or guardian cannot be notified by the above methods, a message shall be left, if possible.

Additionally, the superintendent will develop procedures whereby those students who are considered truant may be subject to the following penalties: detention, suspension<sup>2</sup> and/or ineligibility to participate in athletics or other activities.

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<sup>1</sup> U.S. Armed Forces includes the Army, Navy, Air Force, Marine Corps and Coast Guard of the United States; reserve components of the Army, Navy, Air Force, Marines Corps and Coast Guard of the United States; and the National Guard of the United States and the Oregon National Guard.

<sup>2</sup> The use of out-of-school suspension or expulsion for discipline of a student in the fifth grade or below, is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;

~~The Board considers regular school attendance essential for educational success. All students are expected to attend school as required by law and by Board policy.~~

~~The principal will be responsible for assessing and acting upon parental requests for students to be excused.~~

~~The principal has the authority to excuse students for absences due to illness, educational/ occupational interviews, bereavement or serious illness in the family, inclement weather, religious instruction or emergencies. Physicians, psychiatrists, psychologists, dentists and similar professionals may request permission for students' excused absences.~~

~~Students may be excused on a limited basis from a particular preplanned classroom activity or from selected portions of the established curriculum on the basis of personal, religious or ethnic considerations.~~

~~A student who is excused must still fulfill the school's requirements.~~

~~Each school shall notify parents/guardians by the end of the school day if their child has an unplanned absence. The notification will be either in person, by telephone, or another method agreed to between the school and parent/guardian. If the parent/guardian cannot be notified by the above methods, a message shall be left, if possible.~~

END OF POLICY

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### **Legal References:**

[ORS 109.056](#)

[ORS 332.107](#)

[ORS 339.030](#)

[ORS 339.055](#)

[ORS 339.065](#)

[ORS 339.071](#)

[ORS 339.250](#)

[ORS 339.420](#)

[OAR 581-021-0046](#)

[OAR 581-021-0050](#)

[OAR 581-023-0006\(11\)](#)

[HB 3197 \(2011\)](#)

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2. When a school administrator determines, based on the administrator's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees; or
  3. When the suspension or expulsion is required by law.



# Corvallis

SCHOOL DISTRICT

X.D.5. Board Policy JFCJ—Weapons in the Schools\*\*—Revised—First  
Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Erika Cook  
Meeting Date: October 10, 2019

**NO ACTION REQUIRED**

Board Policy JFCJ—Weapons in the Schools\*\*—Revised—First Reading

### Background

Oregon Revised Statutes (ORS) 339.254 and 339.257 were repealed in the 2018 Legislative session which previously granted district's the ability to request the Oregon Department of Transportation to suspend a student's driver's license. In addition to the removal of driving restrictions, the CSD Board Policy has been updated to reflect current OSBA language.

Policy JFCJ is required. Edits provided by OSBA 7/18/2019. Last CSD adoption of Policy on 8/18/2014.

### Involvement

District staff: Melissa Harder and Erika Cook.

### Cost Impact

None.

### Function

Review of revisions.



# Corvallis

## SCHOOL DISTRICT

Code: JFCJ  
Adopted: 10/12/09  
Revised/Readopted: 10/12/98, 6/28/99, 3/12/01, 10/9/06, 8/18/14

### Weapons in the Schools\*\*

Students shall not bring, possess, conceal, or use a weapon on or at district property, activities under the jurisdiction of the district, or interscholastic activities administered by a voluntary organization approved by the State Board of Education (e.g., Oregon School Activities Association).

For purposes of this policy, and as defined by state and federal law, “weapon” includes:

1. A “dangerous weapon” means any weapon, device, instrument, material, or substance that under the circumstances in which it is used, attempted to be used, or threatened to be used is readily capable of causing death or serious physical injury.
2. A “deadly weapon” means any instrument, article, or substance specifically designed for and presently capable of causing death or serious physical injury. ~~Deadly weapons may include, but are not limited to, knives, metal knuckles, straight razors, noxious or irritating gases, poisons, unlawful drugs, or other items fashioned with the intent to use, sell, harm, threaten, or harass students, staff members, parents, or patrons.~~
3. A “firearm” means any weapon (including a starter gun) that will or is designed to or may be readily converted to expel a projectile by the action of an explosive, frame or receiver of any such weapon (~~i.e., body of the firearm~~), any firearm silencer, or any destructive device.
4. A “destructive device” means any explosive, incendiary, or poison gas component or any combination of parts either designed or intended for use in converting ~~such components~~ any device into any destructive device or from which a destructive device may be readily assembled. A destructive device does not include any device which is designed primarily or redesigned primarily for use as a signaling, pyrotechnic, line throwing, safety or similar device.

Weapons may include, but are not limited to, knives, metal knuckles, straight razors, noxious or irritating gases, poisons, unlawful drugs, or other items fashioned with the intent to use, sell, harm, threaten, or harass students, staff members, parents, or patrons.

Replicas of weapons are also prohibited by Board policy. Exceptions to the district's replicas prohibition may be granted only with prior building administrator principal approval for certain curriculum or school-related activities. ~~Violations will result in discipline up to and including expulsion.~~

Weapons in the Schools\*\* - JFCJ

Possession of any pocket knife at a school or school-related function is prohibited, whether or not the knife is a weapon and violators may be subject to suspension or expulsion. Prohibited weapons and replicas of weapons are subject to seizure or forfeiture.

In accordance with Oregon law, any employee who has reasonable cause to believe a student or other person has, within the previous 120 days, unlawfully been in possession of a firearm or destructive device as defined by this policy, shall immediately report such violation to an administrator, his/her/their designee or law enforcement. Employees who report directly to law enforcement shall also immediately inform an administrator.

Administrators shall promptly notify the appropriate law enforcement agency of staff reports received and at any other time there is reasonable cause to believe violations have occurred or that a student has been expelled for bringing, possessing, concealing, or using a dangerous or deadly weapon, firearm, or destructive device. Parents will be notified of all conduct by their student that violates this policy.

Employees shall promptly report all other conduct prohibited by this policy to an administrator.

Students found to have brought, possessed, concealed or used a firearm in violation of this policy or state law shall be expelled for a period of not less than one year. All other violations of the policy will result in discipline up to and including expulsion and/or referral to law enforcement, as appropriate. The superintendent may, on a case-by-case basis, modify this expulsion requirement. The superintendent may propose alternative programs of instruction or instruction combined with counseling that are age appropriate, and shall provide such information in writing to the student and the parent in accordance with law. Appropriate disciplinary and/or legal action will be taken against students or others who assist in activity prohibited by this policy.

Special education students shall be disciplined in accordance with federal law and Board policy JGDA - Discipline of Students with Disabilities and accompanying administrative regulation.

Weapons under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons for courses, programs and activities approved by the district and conducted on district property.

The district will post a notice at any site or premise off district grounds that at the time is being used exclusively for a school program or activity. The notice shall identify the district as the sponsor, the activity as a school function and that the possession of firearms or dangerous weapons in or on the site or premises is prohibited under ORS 166.370.

In accordance with the federal Gun-Free School Zone Act, possession or discharge of a firearm in a school zone is prohibited. A "school zone," as defined by federal law, means in or on school grounds or within 1,000 feet of school grounds.

"Gun-Free School Zone" signs may be posted in cooperation with city and/or county officials as appropriate. Violations, unless otherwise excepted by law or this policy, shall be reported to the appropriate law enforcement agency.

~~Incidents of students possessing weapons or realistic replicas will be reported to the student's parents and a referral to the appropriate law enforcement agency shall be made. Appropriate disciplinary and/or legal action will be taken against any unauthorized person who possesses weapons or assist possession in any way. Students found to have brought, possessed, concealed, or used a firearm in violation of this policy or state law shall be expelled for a period of not less than one year. All other violations of the policy will result in discipline up to and including expulsion and/or referral to law enforcement, as appropriate.~~

~~The superintendent may, on a case by case basis, modify this expulsion requirement. The district may also request suspension of a student's driving privileges or the right to apply for driving privileges with the Oregon Department of Transportation, as provided by law. Appropriate disciplinary and/or legal action will be taken against students or others who assist in activity prohibited by this policy.~~

~~The Board delegates its authority to expel students to a hearings officer. The superintendent has the authority to modify the length of any expulsion under this policy. The hearings officer will consult with the superintendent to determine such modifications prior to issuing the final expulsion determination. The student has a right to appeal the hearings officer's decision to the Board.~~

~~Expulsion proceedings for students who have individualized education programs or 504 plans will be in accordance with specific regulations and procedures as prescribed by law.~~

~~Weapons under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons for courses, programs, and activities approved by the district and conducted on district property.~~

END OF POLICY

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### Legal References:

[ORS 161.015](#)

[ORS 166.210 to 166.370](#)

[ORS 166.382](#)

[ORS 332.107](#)

[ORS 339.115](#)

[ORS 339.240](#)

[ORS 339.250](#)

[ORS 339.315](#)

[ORS 339.327](#)

[ORS 809.135](#)

[ORS 809.260](#)

[OAR 581-021-0050 to 021-0075](#)

[OAR 581-053-0010\(5\)](#)

[OAR 581-053-0230\(9\)\(k\)](#)

[OAR 581-053-0330\(1\)\(r\)](#)

[OAR 581-053-0430\(17\)](#)

[OAR 581-053-0531\(16\)](#)

~~[OAR 581-053-0630](#)~~

Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2006~~12~~).

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400 - 1427 (2006~~12~~).

Youth Handgun Safety Act, 18 U.S.C. §§ 922(x), 924(a)(6) (2006~~12~~).

Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101, ~~7111-7121~~ ~~7117~~ (2006~~12~~).



# Corvallis

SCHOOL DISTRICT

X.D.6. Board Policy JHFDA—Suspension of Driving Privileges—  
Rescind—First Reading



# Corvallis

## SCHOOL DISTRICT

Prepared for: Corvallis School Board  
Prepared by: Erika Cook  
Meeting Date: October 10, 2019

**NO ACTION REQUIRED**

[Board Policy JHFDA](#)—Suspension of Driving Privileges—Rescind—First Reading  
[Administrative Regulation JHFDA-AR\(1\)](#)—Request for Suspended Driving Privileges—  
Rescind—For Information Only  
[Administrative Regulation JHFDA-AR\(2\)](#)—Notice of Withdrawal—Rescind— For  
Information Only

### Background

Oregon Revised Statutes (ORS) 339.254 and 339.257 were repealed in the 2018 Legislative session which previously granted district's the ability to request the Oregon Department of Transportation to suspend a student' driver's license. The district is encouraged to rescind Board policy JHFDA and its associated administrative regulations.

Rescission provided by OSBA 7/18/2019. Last CSD adoption of Policy and Administrative Regulations in 2005.

### Involvement

District staff: Melissa Harder and Erika Cook.

### Cost Impact

None.

### Function

Review of rescissions.

## SUSPENSION OF DRIVING PRIVILEGES

### Conduct

The superintendent may, under ORS 339.254, make a request to the Oregon Department of Transportation (ODOT) for the suspension of a student's driving privilege or the right to apply for driving privilege on the basis of conduct as provided below. If a request is made, the following requirements will be met:

1. The superintendent will meet with parent before submitting a request to ODOT;
2. The request to the ODOT will be in writing;
3. The student involved is at least 15 years of age;
4. The student has been expelled for bringing a weapon on school property; or
5. The student has been suspended or expelled at least twice for any of the following reasons:
  - a. Assaulting or menacing a school employee or another student;
  - b. Willful damage or injury to district property;
  - c. Use of threats, intimidation, harassment, or coercion against a school employee or another student;
  - d. Possessing, using, or delivering any controlled substance or being under the influence of any controlled substance at a school or on school property or at a school-sponsored activity, function, or event.
6. The request to suspend a student's driving privilege or the right to apply for a driving privilege shall not be for more than one year unless the superintendent is filing a second written request. A second request may state suspension of privileges until the student reaches 21 years of age;
7. If a driving privilege is suspended the student may apply to ODOT for a hardship permit.

### Withdrawal

The superintendent may, under ORS 339.257, notify ODOT of the withdrawal from school of a student who is at least 15 years of age and under 18 years of age.

Upon receipt of the district's notice that a student has withdrawn from school, ODOT shall notify the student that driving privileges will be suspended on the 30<sup>th</sup> day following the date of notice

## SUSPENSION OF DRIVING PRIVILEGES—JHFDA

(continued)

unless the student presents documentation that complies with ORS 807.066. For purposes of this policy, a student shall be considered to have withdrawn from school if the student has:

1. More than ten consecutive school days of unexcused absences; or
2. Fifteen school days total of unexcused absences during a single semester.

### Appeals

The student has a right to appeal the superintendent's decision through district suspension/expulsion due process procedures.

END OF POLICY

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### Legal References:

ORS 192.660	ORS 339.257	OAR 581-021-0065
ORS 332.061	ORS 339.257	OAR 581-021-0070
ORS 336.615 - 336.655	ORS 807.065	
ORS 339.240	ORS 807.066	
ORS 339.250	ORS 807.240	
ORS 339.254	ORS 809.410	

### Cross Reference:

Policy JEA—Compulsory Attendance



# Corvallis

SCHOOL DISTRICT

X.D.7. Administrative Regulation JHFDA-AR(1)—Request for  
Suspended Driving Privileges—Rescind—For Information Only

**REQUEST FOR SUSPENDED DRIVING PRIVILEGES**

Name of Student \_\_\_\_\_

Address of Student \_\_\_\_\_

Date of Birth \_\_\_\_\_ ODL License Number (if applicable) \_\_\_\_\_

Number of requests for suspension on this student: \_\_\_\_\_ One \_\_\_\_\_ Two or more

**Type of privilege requested for suspension:**

- \_\_\_\_\_ Driving privilege
- \_\_\_\_\_ Application for driving privilege

**Single Violation**—Length of suspension requested:

- \_\_\_\_\_ No more than one year
- \_\_\_\_\_ Six months
- \_\_\_\_\_ Six weeks
- \_\_\_\_\_ Other

**Multiple Violations**—Length of suspension requested:

- \_\_\_\_\_ Two years
- \_\_\_\_\_ Other
- \_\_\_\_\_ Until student is 21 years of age

**Type of infraction:**

- \_\_\_\_\_ Ten consecutive days unexcused absence or 15 cumulative days unexcused absence in a single semester.
- \_\_\_\_\_ Expelled for bringing a weapon on school property
- \_\_\_\_\_ Suspended or expelled at least twice for assaulting or menacing a school employee or another student, for willful damage or injury to district property or for use of threats, intimidation, harassment or coercion against a district employee or another student, possessing, using, or delivering a controlled substance or being under the influence of a controlled substance at a school or on school property or at a school-sponsored activity, function, or event.

This written request is submitted by \_\_\_\_\_  
Name Title

Date: \_\_\_\_\_



# Corvallis

SCHOOL DISTRICT

X.D.8. Administrative Regulation JHFDA-AR(2)—Notice of  
Withdrawal—Rescind—For Information Only

**CORVALLIS SCHOOL DISTRICT 509J**

**Code: JHFDA-AR(2)**  
**Adopted: 6/28/99**  
**Revised/Readopted: 10/10/05**

**NOTICE OF WITHDRAWAL**

Student Name (Print Last, First, Middle)		
Student Address  City, State, Zip Code		
Date of Birth (MM/DD/YYYY)	Oregon Driver License/ID Number (if known)	Last day of Attendance (MM/DD/YYYY)
I hereby notify the Department of Transportation to suspend the driving privileges of the above named student because the student is considered to have withdrawn from school per ORS 339.257 (2). The policy adopted under ORS 339.257 meets all requirements of the law including: The number of days of unexcused absence; the age of the student; and, a provision allowing the student to appeal this decision.		
Name of School District or Private School		Telephone Number ( )
Address  City, State, Zip Code		
Title <input type="checkbox"/> School District Superintendent <input type="checkbox"/> Authorized Representative of Private School		
Name of Authorized Person (Please Print)		
Signature X		Date

White copy to DMV, Yellow copy for your records



# Corvallis

SCHOOL DISTRICT

XI. BOARD MEMBER COMMENTS (8:55 p.m.)\*

XII. ADJOURNMENT (9:00 p.m.)\*

\*All times are approximate.

*Note: The Chair of the Board may alter the order of business as they deem proper and necessary.*



# Corvallis

## SCHOOL DISTRICT

Agendas – Agendas and supporting materials are available online at <https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000829> a few days before each School Board meeting. For more information, please contact Kim Nelson at [kimberly.nelson@corvallis.k12.or.us](mailto:kimberly.nelson@corvallis.k12.or.us).

Communication With The School Board – Communication with the Board can be made by telephone, letter, e-mail and public testimony. Letters may be addressed to individual Board members or the Board as a whole and sent to 1555 SW 35<sup>th</sup> Street, Corvallis, OR 97333. E-mail may be sent to [schoolboard@corvallis.k12.or.us](mailto:schoolboard@corvallis.k12.or.us) and will be sent to all board members simultaneously as well as to key District Office staff. For more information, please contact Kim Nelson at [kimberly.nelson@corvallis.k12.or.us](mailto:kimberly.nelson@corvallis.k12.or.us).

Consolidated Action Agenda – The purpose of the consolidated action agenda is to expedite action on routine agenda items. All agenda items that are not held for discussion at the request of a Board member or staff member will be approved/accepted as written as part of the consolidated motion. Items designated or held for discussion will be acted upon individually.

### Public Comment –

Guidelines are at: <https://www.csd509j.net/about-us/school-board/provide-input-and-be-informed/>

Executive Session – Permissible purposes of Executive Sessions include: ORS 192.660(2)(a) – Employment of Public Officers, Employees and Agents; ORS 192.660(2)(b) – Discipline of Public Officers and Employees; ORS 192.660(2)(d) – Labor Negotiator Consultations; ORS 192.660(2)(e) – Real Property Transactions; ORS 192.660(2)(f) – Exempt Public Records; ORS 192.660(2)(h) – Legal Counsel; ORS 192.660(2)(i) – Performance Evaluations of Public Officers and Employees; ORS 192.660(2)(j) – Public Investments.

### Grievance Process - ORS 192.705

Grievances alleging a violation by a governing body of provisions in Public Meetings Law may be submitted in writing to Kim Nelson at [kim.nelson@corvallis.k12.or.us](mailto:kim.nelson@corvallis.k12.or.us) or submitted between 8:00 am – 5:00 pm Monday through Friday at 1555 SW 35<sup>th</sup> Street, Corvallis, OR 97333. Additional information is available on the district website.

<b>SCHOOL BOARD MEMBERS</b>			
Judah Largent	541-231-8415	Terese Jones, Co-Vice Chair	541-230-1673
Sami Al-Abdrabbuh	541-283-6611	Shauna Tominey, Co-Vice Chair	541-829-8411
Chris Hawkins	541-602-2045	Luhui Whitebear, Chair	541-714.3305
Bernie Wang	541-704-7298		

<b>EXECUTIVE STAFF MEMBERS</b>	
Ryan Noss, Superintendent	541-757-5841
Melissa Harder, Assistant Superintendent / Human Resources Director	541-766-4857
Lauren Wolfe, Finance Director	541-757-5874
Byron Bethards, Student Growth & Experience Director	541-757-5470
Kim Patten, Operations Director	541-757-3849
Kim Nelson, Executive Assistant to the Superintendent; Board Secretary	541-757-5841